

Perioperative - Updating Emergency Tracking Board



This Quick Reference Guide will explain how to:

Update the Emergency Perioperative Tracking Board

Definitions:

Emergency Procedure – a surgical procedure requiring a theatre or procedure room booking for a critical patient not suitable for the elective process

Updating the Perioperative Tracking Board

After scheduling Emergency – Surgery, the patient will display on the Emergency tracking board, however some fields require manual updating.

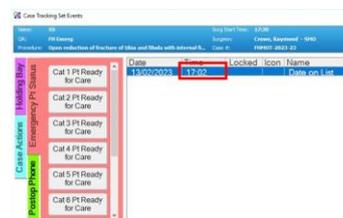
1. Log into PowerChart and open the Perioperative Tracking Board – Emergency for your location
2. Double-click on the Date On List cell for your patient

CI	Category	OT	Anticip Start	Target Start	Date on List	Proc Dur	Patient Name	URN	Age / Sex	Case #	Allg Operation Description	Consultant/Surgeon	Il Re
	Cat 0	FH OT 03	08/02/2023 10:50:00	08/02/2023 10:50:00		40	TEST, HENRY MR	7000866	44 years / Male	FHMOT-21	Renewal of prosthesis of breast	Barberi, A	
	Cat 1: < 15 minutes	FH OT 04	08/02/2023 09:15:00	08/02/2023 08:40:00		65	TEST, TEST HR COVID	7000398	22 years / Female	FHMOT-19	Appendicectomy	Pitcher, M	
	Cat 2: < 1 hour	FH Emerg	07/02/2023 17:30:00	07/02/2023 17:30:00		10	Testing, Sheila MS	1828173	23 years / Female	FHMOT-18	"Tib ORIF"	Crowe, R	✓
	Cat 2: < 1 hour	FH Emerg	13/02/2023 17:30:00	13/02/2023 17:30:00		10	Sorelegs, Shamus MR	2000452	80 years / Male	FHMOT-23	"Tib/Fib ORIF"	Crowe, R	
	Cat 4: < 8 hours	FH OT 03	08/02/2023 10:40:00	08/02/2023 10:00:00		40	testx, test MISS	654636	47 years / Female	FHMOT-20	Cholecystectomy and exploration of bile duct	Pitcher, M	
	Cat 4: < 8 hours	FH OT 03	08/02/2023 10:50:00	08/02/2023 11:40:00		143	TEST CHART XR, TFST	7000230	22 years / Male	FHMOT-22	Laparotomy	Croxford, M	

3. Select the *Emergency Pt Status* tab on the left pane of the *Case Tracking Set Events* window, and select Date On List



4. The Date On List time needs to match the time the Request for Surgery was first placed. This can be found on the Request for Emergency Surgery order in PowerChart, or is the time the patient was Direct Scheduled
5. To modify the time the patient is added to the list, double-click on the time field. The *Date On List* window displays. Modify the date and time to when the Emergency Surgery was requested



Click OK to continue



6. Once it is known, to update the Anticipated operating room, highlight the patient and click on the yellow door icon from the tracking board toolbar

CI	Category	OT	Antici Start	Target Start	Date on List	Proc. Dur	Patient Name	URN	Age / Sex	Case #
	Cat 0	FH OT 03	08/02/2023 10:50:00	08/02/2023 10:50:00		40	TEST, HENRY MR	7000666	44 years / Male	FHMOT-21
	Cat 1 < 15 minutes	FH OT 04	08/02/2023 09:15:00	08/02/2023 08:40:00		65	TEST, TEST HR COVID	7000398	22 years / Female	FHMOT-19
	Cat 2 < 1 hour	FH Emerg	07/02/2023 17:30:00	07/02/2023 17:30:00		10	Testing, Sheila MS	1828173	23 years / Female	FHMOT-18
	Cat 2 < 1 hour	FH Emerg	13/02/2023 17:30:00	13/02/2023 17:30:00	13/02/2023 16:00:00	10	Sorelegs, Shamus MR	2000452	60 years / Male	FHMOT-23
	Cat 4 < 8 hours	FH OT 03	08/02/2023 10:40:00	08/02/2023 10:00:00		40	Testx, Test MISS	654636	47 years / Female	FHMOT-20
	Cat 4 < 8 hours	FH OT 03	08/02/2023 10:50:00	08/02/2023 11:40:00		143	TEST CHART XR, TEST	7000230	22 years / Male	FHMOT-22

7. The Select Operating Room window displays. Select the theatre or procedure room in which the emergency procedure will be completed, and click OK

8. The Procedure Duration should be updated by double click on the time field in the Proc Dur column, entering the expected duration, and pressing Enter

CI	Category	OT	Antici Start	Target Start	Date on List	Proc. Dur	Patient Name	URN	Age / Sex	Case #	Allg Operation Description	Consultant/Surgeon	Il Req	BA	Shared
	Cat 0	FH OT 03	08/02/2023 10:50:00	08/02/2023 10:50:00		40	TEST, HENRY MR	7000666	44 years / Male	FHMOT-21	Renewal of prosthesis of breast	Barberi, A			
	Cat 1 < 15 minutes	FH OT 04	08/02/2023 09:15:00	08/02/2023 08:40:00		65	TEST, TEST HR COVID	7000398	22 years / Female	FHMOT-19	Appendicectomy	Pitcher, M			
	Cat 2 < 1 hour	FH Emerg	07/02/2023 17:30:00	07/02/2023 17:30:00		10	Testing, Sheila MS	1828173	23 years / Female	FHMOT-18	"Tib ORIF"	Crowe, R			
	Cat 2 < 1 hour	FH OT 01	13/02/2023 17:30:00	13/02/2023 17:30:00	13/02/2023 16:00:00	10	Sorelegs, Shamus MR	2000452	60 years / Male	FHMOT-23	"Tib/Fib ORIF"	Crowe, R			
	Cat 4 < 8 hours	FH OT 03	08/02/2023 10:40:00	08/02/2023 10:00:00		40	Testx, Test MISS	654636	47 years / Female	FHMOT-20	Cholecystectomy and exploration of bile duct	Pitcher, M			
	Cat 4 < 8 hours	FH OT 03	08/02/2023 10:50:00	08/02/2023 11:40:00		143	TEST CHART XR, TEST	7000230	22 years / Male	FHMOT-22	Laparotomy	Croxford, M			

9. To update anticipated start time, double click on the time field in the Antici Start column. The Modify Time window displays. Update the anticipated start time as required and Click OK to continue

10. The patients case status should be updated by double-click on the the Emerg Status field

Use the tab for Emergency Pt Status, and set the patients status, including:

- Ready for Care
- Case On Hold

Case Actions	Holding Bay	Emergency Pt Status	Postop Phase
		Cat 1 Pt Ready for Care	
		Cat 3 Pt Ready for Care	
		Cat 4 Pt Ready for Care	
		Cat 5 Pt Ready for Care	
		Cat 6 Pt Ready for Care	
		Case on Hold	