

# PowerChart - ED Bed Management Tracking Board – Inpatient



## This Quick Reference Guide will explain how to:

To access and view the Emergency Department Tracking Boards while logged into the EMR (PowerChart).

## Overview

The Tracking Board is a central list displaying the patients within the Emergency Department. There is a Tracking Board for each ED campus. The columns display relevant patient information and bed request/ward allocation details.

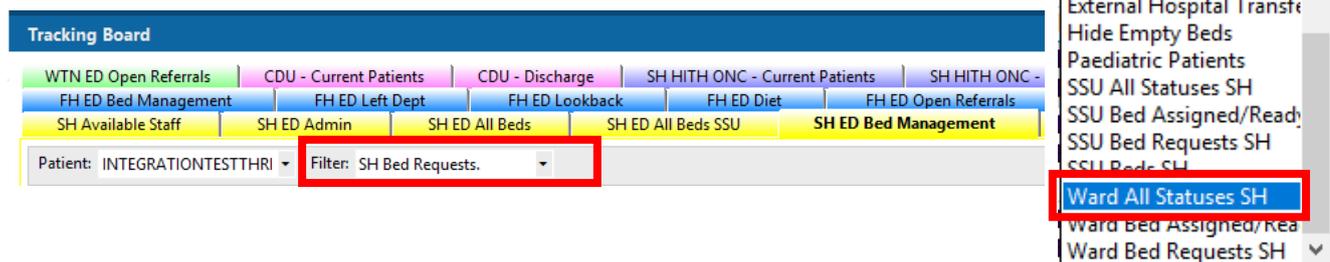
1. Log into PowerChart and navigate to the Tracking Board icon



2. Select the relevant site (SH/FH/WTN) 'ED Bed Management' Tracking Board. The board will open and display ED patients.



3. To refine the list of ED patients with a bed allocated select the '**Ward All Statuses**' filter. This will show all patients with a bed requested or bed allocated.



**Note:** navigating over the columns will display bed allocation information. Including **Bed Type, specialty, assigned ward and ward ready time (ETA)**

Bed Type	Bed Type II	Bed Request Specia	Assigned Ward	Ward ETA
For Telemetry*	Falls Risk*	Cardiology*	S 2F CCU*	22/06/2023 16:00*



4. Clicking on column heading on the tracking board will group patients together. For example, clicking on 'Bed Request Specialty' will group all patients with that particular bed card. The same applies for assigned ward etc.

Bed Request Specialty
Plastic and Reconstructi
Palliative Care*
Orthopaedic Surgery*
Orthopaedic Surgery*
Oncology*
Oncology*
Neurology*
Nephrology*

5. The Bed Manager will update when the ED is ready to admit the patient and when the Ward is ready to receive the patient. This is updated using the green dots on the tracking board.

ED Ready	Ward Ready to Go
●	●

6. To access a patient chart, locate the patient on tracking board and double click on the blue arrow. The chart will open.

ED Ready	Ward Ready	Arrival Time	Bed	LOS	Name
			HUB,INT1		
▶		26/06/2023 12:38	LR WR	20:51	FHED, ClerkTest



**Important**

- The ED Bed Management Tracking Boards are for View Only
- Any Bed allocation updates MUST be communicated with the Bed Manager