



# “What Goes Where”: A Guide to Clinical Documentation at Western Health

## Footscray & Sunshine – Intensive Care Unit

iPM:	EMR (Cerner):	Paper:	BOSSnet:	Other Applications:
<ul style="list-style-type: none"> <li>• Patient registration</li> <li>• Updating patient demographic information/ compensable (insurance information)</li> <li>• Print patient labels (Inpatients)</li> <li>• Admit, Discharge or Transfer (Inpatients)</li> <li>• iPM Admission/Discharge Form</li> <li>• Presence of an advance care plan – Legal Alert</li> <li>• Presence of a substitute decision maker – Legal Alert</li> </ul>	<ul style="list-style-type: none"> <li>• Patient ID wristband</li> <li>• Allergies &amp; alerts</li> <li>• Inpatient clinical documentation</li> <li>• Patient Belongings</li> <li>• Infectious Screening</li> <li>• Documentation of lines and devices</li> <li>• Medication Orders/Administration</li> <li>• Pathology Orders, Collections/Results</li> <li>• Radiology Orders/Reports</li> <li>• ISBAR Handover</li> <li>• Documentation of Diagnosis/CMBS Code/Procedure</li> <li>• Discharge Prescriptions (DPU)</li> <li>• Discharge Summaries</li> <li>• Restraints Documentation</li> <li>• Intravenous/subcutaneous infusions</li> <li>• Passport to Surgery (AD250)</li> <li>• Operation Report (AD253)</li> <li>• Post Anaesthetic Care Record (Adult) (AD259.3)</li> <li>• IV/SC Fluid Order Form (WHAD285)</li> <li>• Analgesic Infusion Orders (AD278)</li> <li>• Heparin Infusion (AD284.2)</li> <li>• Cardiac catheterization laboratory procedural safety checklist (WHAD268.2)</li> <li>• Medical Imaging Procedure Form (WHAD266.1)</li> </ul>	<ul style="list-style-type: none"> <li>• Consent Form (AD34)</li> <li>• Adult Resuscitation Plan (ARP) (WHALERT3.1)</li> <li>• Blood Transfusion Record/Consent (AD283.1)</li> <li>• Electrocardiogram (ECG)</li> <li>• Medical Imaging Patient Transport ISBAR Nursing Handover (WHAD215.2e)</li> <li>• Death Certificate (MCCD28+)</li> <li>• Wound Care Chart (for Post-Acute Care referrals on discharge)</li> <li>• Group and Hold form</li> <li>• Respond Blue Record AD299</li> <li>• Outpatient Medication Management Plan (WHA270.1)</li> </ul>	<ul style="list-style-type: none"> <li>• Non synapse and non Dorevitch results</li> <li>• Community Services Referrals (CAU) – with paper medication chart and wound chart as required</li> <li>• Scanned documents</li> </ul> <p>*All internal and external paper documentation will continue to be scanned as per EMR process.</p>	<ul style="list-style-type: none"> <li>• Synapse</li> </ul>



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	<ul style="list-style-type: none"><li>• Enteral Feeding Regime (WHA389.2)</li><li>• Maternity Observation and Response Chart (WHAD333.1)</li><li>• MRI safety checklist (40501)</li><li>• Outpatient Clinic Referrals</li><li>• Outpatient Documentation</li><li>• Emergency Department Summary &amp; Discharge Letter</li><li>• Theatre/Cath Lab/Day Procedures</li><li>• Maternity Documentation</li></ul>			
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