

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



Mental Health- Acute Inpatient and Residential Units

iPM	EMR - Cerner	Paper	BOSSnet	Other Applications
<ul style="list-style-type: none"> • Patient registration • Updating patient demographic information/compensable • Print patient labels and/or ID wristband labels • Admit/Discharge/Transfer patients • iPM Admission/Discharge Form • Alerts • Allergies 	<ul style="list-style-type: none"> • Only Sunshine / Footscray Consultation Liaison, Sunshine / Footscray EMH Clinicians, Inpatient Perinatal and CAPs and select clinical staff within the Mental Health Division currently have EMR access 	<ul style="list-style-type: none"> • MHWS* Inpatient, Residential and Community documentation. <p><u>Including:</u></p> <ul style="list-style-type: none"> • ECT Documentation • Mental Health & Wellbeing Act Documentation • MH1 & all mental health forms • Clinical Documentation • Pathology Orders/collections • Radiology Orders • Patient Photo ID • Discharge Planning/Case Conference Documentation • Discharge Prescription • Discharge Summaries • Outpatient Clinic Referrals • Long stay medication chart (IP12LS) • Community Long Stay Injectable Medication Chart (8820) • Diet Orders (for WIPU) 	<ul style="list-style-type: none"> • MHWS* Inpatient, Residential and Community documentation. <p><u>Including:</u></p> <ul style="list-style-type: none"> • Outpatient Documentation • Pathology Results • Radiology Reports • Alerts • Allergies • Direct Entry Notes (AMHRU and WIPU only) • ISBAR Note Functionality within BOSSnet (AMHRU and CCU) <p>**All internal and external paper documentation will continue to be scanned as per pre EMR process.</p>	<ul style="list-style-type: none"> • Synapse • Client Management Interface (CMI) • EPI folders • ISBAR Handover • ECT Database • CBORD Diet Management System for food orders

*Sunshine Older Persons Mental Health and Wellbeing Unit still documenting progress notes on paper; Sunshine Adult Acute Psychiatric Unit (SAAPU) process to change with opening of New Sunshine Mental Health beds

*MHWS – Mental Health and Wellbeing Service