



## This Quick Reference Guide will explain how to:

Schedule a procedure for Interventional Radiology (IR)

### Scheduling IR Procedure NIC Theatre

1. Scheduling IR procedures requiring full Surgical Team, (Anaesthetist / Surgeon / Intraop Nurses & Theatre Tech) can be scheduled via:
  - a) A *Request for Emergency Surgery* order and scheduling from the relevant request list, or
  - b) Direct scheduling (no order): *Surgery Emergency*, Location IR
2. Scheduling IR procedures requiring Anaesthetist (& Anaes Nurse) only, are scheduled via:
  - a) Direct scheduling (no order): *Anaesthesia Procedure*, Location IR, Add-on selected



#### Important

For all scheduling ensure Appointment location is Interventional Radiology

Books Appointment

\*Appointment type:  
Surgery - Emergency

\*Appointment location:  
FH Interventional Radiology

When Direct scheduling Anaesthesia Procedure – ensure Add On: **Yes** is selected

Books Appointment

IV Access Indication:  
Anticipated IV Access Duration:

Add On?:  
Yes



#### Important

For any IR case that only has Anaesthetist & Anaes Nurse (no surgical team from Theatre)

- Intraop Doc is **NOT** required: **DO NOT OPEN**
- Anaesthetist to document Anaes Nurse in SAA
- Case Times will be in SAA

Please refer to the following QRGs for further information about these steps:

- Perioperative Scheduling – Procedure from Request List
- Perioperative Scheduling – Direct Schedule Procedure