In addition to the CARE4 Corporate Standards of Care, the following standards apply for Emergency patients

| Standards | ED Documentation | Frequency |
|----------------------|---|---|
| Reception and | All patients to have a presenting complaint identified within 10-15 minutes of arrival to ED | Within 10-15 minutes of arrival to ED |
| Triage | Reception (Pre-Triage) is completed in MEDITECH (GBGH patients uses Kiosk for Minor Patients) | |
| | Health card swiped or health card number is entered, and an auto MPI is completed to select the patient from the Master Patient Index | 10 ED |
| | If there is no health card, then enter last name, first name, age and sex | |
| | Complete stated complaint and Mode of Arrival | |
| | Status updates to Received | |
| | Triage assessment includes EMS/FALLS/IPAC. Nurse adds in Chief Complaint | |
| | Medical directives Pop up it can be initiated at triage when possible, if not primary nurse initiates | |
| | Triage assessment is completed in eCTAS | |
| | Nurse updates to Status Event to Triaged then sites Status Event to let registration know where to print | |
| | Measured weight completed for all paediatric patients (16 years and under) | |
| | Allergies are reviewed and confirmed or entered as new at triage if the MPI (Health Card was swiped or health card number was entered), otherwise allergies are completed by primary nurse | |
| | Medical directives initiated at triage when possible, if not primary nurse initiates | |
| | Special Indicators updates as required | |
| Triage Reassessments | Triage reassessments are completed as per CTAS guidelines until the patient is seen by a physician The extent of the reassessment depends upon the presenting complaint, the initial triage level and any changes identified by the patient | All patients in waiting areas should be reassessed within the following time frames: |
| | | Level 1= Continuous care |
| | | Level 2= Every 15 minutes |
| | | Level 3= Every 30 minutes |
| | | Level 4= Every 60 minutes |
| | | Level 5= Every 120 minutes |
| Ongoing Assessments | Focused assessments are completed based on the patient's presenting complaint | Hourly documentation |
| | Many of the chief complaints will generate focused assessments specific to the complaint that will automatically populate to the worklist, other complaints that are more generic require the nurse to add the appropriate focused assessment - Refer to Appendix A | |

| Standards | ED Documentation | Frequency |
|---|---|--|
| | Minimum hourly documentation on patients - Document ED Purposeful Rounding Assessment | |
| | Reassessments of patients should be completed according to the initial documented CTAS score, when there is a change in the patient's status, a change in vital signs, a change in shift or transfer of care and as per the nurse's judgement | |
| | Specific considerations for temperature method (infants and children) | |
| | Allergies should be reviewed and confirmed or entered new if not completed at triage | |
| | Home medications (BPMH) will be entered by Pharmacy Technicians on all patients suspected to be admitted or upon the request of the physician. ED Nurse will Request BPMH in the BMPH Intervention | |
| | Medical/Surgical history should be reviewed and confirmed on all patients suspected to be admitted or upon the request of the physician | |
| Non Urgent Patients | Documentation as per Standard of Care for Minor Complaints | |
| | Documentation as per physician's orders for treatment or at the nurse's discretion | |
| Transfer of Accountability (TOA) | Transfer of Accountability (TOA) will be completed at change of shift, transfer of care from one nurse to another nurse within a shift and for transfers from ED to an inpatient unit | |
| Patient/Family Teaching | Patient health teaching to be done regarding treatment prior to procedures (i.e.; IV insertion, dressings, sutures) | Per procedureUpon discharge |
| | Patient health teaching to be done regarding tests (i.e.: X-ray, US) | Opon discharge PRN |
| | Education of family/visitors and patients with regards to isolation precautions | |
| | Patient health teaching with regards to medications and medication administration | |
| | Teaching/follow up instructions to be provided to patients, and the nurse will document which forms were provided (i.e.; cast care, suture care, head injury etc.) | |
| | Document patient/family/caregiver verbal understanding of the education/teaching provided | |
| | TEACHBACK will be the method of choice as per Accreditation standards | |
| Discharge | Referrals appropriate for the patient | Done prior to |
| | Discharge plan routine is a shared responsibility to complete by ED physicians and nurses | discharge on all |
| | Discharge assessment completed by ED nurse | patients |
| | Discharge disposition, Date and Time of discharge | |
| | Admitted Patients/OR Patients - Report will be given using Snapshot and TOA then advancing Status Event to Transfer to Room/Transfer to OR | |
| Admitted Patients | Admitted patients that remain in the ED as no bed is available | |
| Waiting on Inpatient Bed (No Bed Admits) | Complete all appropriate admission assessments based on the no bed service assessments and Applicable Risk Assessments | |
| | Process Transfer electronic admission orders, address STAT orders | |

| Standards | ED Documentation | Frequency |
|-----------------------------------|---|-------------------------------------|
| | Vital signs beginning and end of shift and as patient condition warrants | |
| Other/Additional Interventions | Pre-op package if applicable and pre-op checklist documentation in the electronic record must be completed prior to the patient being transferred to the OR | Ongoing and PRN |
| | Any child in need of protection and deemed likely to be suffering from physical harm (including neglect, sexual molestation or exploitation, serious emotional harm, delayed development, failure to consent to medical or emotional treatment) must be reported to CAS per hospital policy | |
| | Gunshot mandatory reporting | |
| | Animal Bite reporting to Public Health | |

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Appendix A

Focused Assessments Associated to Chief Complaints

All Chief Complaints have the following assessments: Current Home Meds, Vital Signs, Pain, Height & Weight, ED Meds to Go (Except RVH), Patient Education, ED TOA

| 2018 CEDIS Complaint List | Assessment |
|---------------------------------|---|
| Abdominal Mass/Distention | Physical IV ED Cardiac Monitor ED Rounding I&O ED BPMH MI Prep & Send |
| Abdominal Pain | Physical IV ED Rounding I&O ED BPMH MI Prep & Send |
| Abnormal Lab/Imaging Results | Physical ED General Complaints IV ED Rounding I&O MI Prep & Send |
| Abrasion | ED General Complaints ED Wound |
| Allergic Reaction | ED Allergic Reaction IV ED Cardiac Monitor ED Rounding I&O ED BPMH |
| Altered Level of Consciousness | Physical IV ED Cardiac Monitor ED Rounding I&O ED BPMH MI Prep & Send |
| Amputation | Physical ED Wound IV ED Cardiac Monitor ED Rounding I&O ED BPMH MI Prep & Send |
| Anal/Rectal Trauma | Physical IV ED Cardiac Monitor ED Rounding I&O ED BPMH MI Prep & Send |
| Anorexia | Physical ED Mental Health IV ED Cardiac Monitor ED Rounding I&O ED BPMH |
| Anxiety/Situational Crisis | Physical ED Mental Health Restraints and/or Seclusion C-SSR MH Act Forms IV ED Cardiac Monitor ED Rounding I&O ED BPMH |
| Apneic Spells in Infants | Physical IV ED Cardiac Monitor ED Rounding I&O ED BPMH MI Prep & Send |
| Back Pain | Physical ED General Complaints IV ED Rounding I&O ED BPMH MI Prep & Send |
| Bite | ED Animal Bite ED Laceration Repair/Suturing ED Wound |
| Bizarre Behaviour | Physical ED Mental Health Restraints and/or Seclusion C-SSR MH Act Forms IV ED Rounding I&O ED BPMH |
| Blood and Body Fluid Exposure | Physical IV ED Rounding I&O ED BPMH |
| Blood in Stool/Melena | Physical IV ED Rounding I&O ED BPMH MI Prep & Send |
| Burn | ED Burn IV ED Cardiac Monitor ED Rounding I&O ED BPMH |
| Cardiac Arrest - Traumatic | Physical IV ED Cardiac Monitor ED Rounding I&O ED BPMH MI Prep & Send |
| Cardiac Arrest - Non Traumatic | Physical IV ED Cardiac Monitor ED Rounding I&O ED BPMH MI Prep & Send |
| Cast Check | ED Cast/Splint |
| Chemical Exposure | Physical ED Wound IV ED Rounding I&O ED BPMH |
| Chemical Exposure, Eye | Physical ED Visual Acuity EENT IV ED Rounding I&O ED BPMH |
| Chest Pain-Non Cardiac Features | Physical IV ED Cardiac Monitor ED Rounding I&O ED BPMH MI Prep & Send |

| Chest Pain-Cardiac Features | Physical IV ED Cardiac Monitor ED Rounding I&O ED BPMH MI Prep & Send |
|--|---|
| Concern for Patient's Welfare | Physical ED Mental Health C-SSR MH Act Forms IV ED Rounding I&O ED BPMH |
| Confusion | Physical IV ED Rounding I&O ED BPMH MI Prep & Send |
| Congenital Problem in Children | Physical IV ED Rounding I&O ED BPMH MI Prep & Send |
| Constipation | Physical IV ED Rounding I&O ED BPMH MI Prep & Send |
| Cool Pulseless Limb | Physical IV ED Cardiac Monitor ED Rounding I&O ED BPMH MI Prep & Send |
| Cough/Congestion | Physical IV ED Rounding I&O ED BPMH MI Prep & Send (ED PRAM –NB&Paeds) |
| Cyanosis | Physical IV ED Cardiac Monitor ED Rounding I&O ED BPMH MI Prep & Send |
| Dental/Gum Problems | ED Dental |
| Depression/Suicidal/Deliberate Self- Harm | Physical ED Mental Health Restraints and/or Seclusion C-SSR MH Act Forms IV ED Rounding I&O ED BPMH |
| Diarrhea | Physical IV ED Rounding I&O ED BPMH MI Prep & Send |
| Difficulty Swallowing/Dysphagia | Physical IV ED Rounding I&O ED BPMH MI Prep & Send |
| Diplopia | Physical EENT IV ED Rounding I&O ED BPMH |
| Direct Referral for Consultation | ED General Complaints |
| Discharge, Ear | ED General Complaints EENT |
| Dressing Change | ED General Complaints ED Wound |
| Ear Injury | ED General Complaints EENT |
| Earache | ED General Complaints EENT |
| Edema, Generalized | Physical IV ED Rounding I&O ED BPMH MI Prep & Send |
| Electrical Injury | Physical IV ED Cardiac Monitor ED Rounding I&O ED BPMH MI Prep & Send |
| Epistaxis | ED Epistaxis IV ED Rounding I&O ED BPMH |
| Exposure to Communicable Disease | Physical IV ED Rounding I&O ED BPMH |
| Extremity Weakness/Symptoms of CVA | Physical IV ED Cardiac Monitor ED Rounding I&O ED BPMH MI Prep & Send |
| Eye Pain | Physical ED Visual Acuity IV ED Rounding I&O ED BPMH MI Prep & Send |
| Eye Trauma | Physical IV ED Rounding I&O ED BPMH MI Prep & Send |
| Facial Pain/Non-Traumatic/Non Dental) | Physical IV ED Rounding I&O ED BPMH MI Prep & Send |
| Facial Trauma | Physical IV ED Rounding I&O ED BPMH MI Prep & Send |
| Feeding Difficulties in Newborn | ED General Complaints |
| Fever | Physical IV ED Rounding I&O ED BPMH MI Prep & Send |
| Flank Pain | Physical IV ED Rounding I&O ED BPMH MI Prep & Send |

| Floppy Child | Physical IV ED Cardiac Monitor ED Rounding I&O ED BPMH |
|---|---|
| Foreign Body Ear | ED Foreign Body EENT MI Prep & Send |
| Foreign Body, Eye | ED Foreign Body EENT MI Prep & Send |
| Foreign Body, Nose | ED Foreign Body EENT MI Prep & Send |
| Foreign Body, Rectum | ED Foreign Body MI Prep & Send |
| Foreign Body, Skin | ED Foreign Body |
| Foreign Body, Vagina | ED Foreign Body MI Prep & Send |
| Frostbite/Cold Injury | Physical ED Wound IV ED Cardiac Monitor ED Rounding I&O ED BPMH MI Prep & Send |
| Gait Disturbance/Ataxia | Physical IV ED Rounding I&O ED BPMH MI Prep & Send |
| General Weakness | Physical IV ED Cardiac Monitor ED Rounding I&O ED BPMH MI Prep & Send |
| Genital Discharge/Lesion | Physical IV ED Rounding I&O ED BPMH MI Prep & Send |
| Genital Trauma | Physical IV ED Rounding I&O ED BPMH MI Prep & Send |
| Groin Pain/Mass | Physical IV ED Rounding I&O ED BPMH MI Prep & Send |
| Hallucinations/Delusions | Physical ED Mental Health Restraints and/or Seclusion IV ED Rounding I&O ED BPMH |
| Head Injury | Physical IV ED Cardiac Monitor ED Rounding I&O ED BPMH MI Prep & Send |
| Headache | Physical IV ED Rounding I&O ED BPMH MI Prep & Send |
| Heat Related Injury | Physical IV ED Cardiac Monitor ED Rounding I&O ED BPMH MI Prep & Send |
| Hematuria | Physical IV ED Rounding I&O ED BPMH MI Prep & Send |
| Hemoptysis | Physical IV ED Rounding I&O ED BPMH MI Prep & Send |
| Hiccoughs | General Complaints |
| Hyperglycemia | ED Hypoglycemia/Hyperglycemia IV ED Cardiac Monitor ED Rounding I&O ED BPMH |
| Hypertension | Physical IV ED Cardiac Monitor ED Rounding I&O ED BPMH MI Prep & Send |
| Hyperventilation | Physical IV ED Cardiac Monitor ED Rounding I&O ED BPMH |
| Hypoglycemia | ED Hypoglycemia/Hyperglycemia IV ED Cardiac Monitor ED Rounding I&O ED BPMH |
| Hypothermia | Physical IV ED Cardiac Monitor ED Rounding I&O ED BPMH |
| Imaging Tests/Blood Test | ED General Complaints MI Prep & Send |
| Inconsolable Crying | Physical IV ED Rounding I&O ED BPMH |
| Infestation, Rule Out | Physical IV ED Rounding I&O ED BPMH |
| Insomnia | Physical IV ED Rounding I&O ED BPMH |
| Isolated Abdominal Trauma, Blunt | Physical IV ED Cardiac Monitor ED Rounding I&O ED BPMH MI Prep & Send |
| Isolated Abdominal Trauma, Penetrating | Physical ED Wound IV ED Cardiac Monitor ED Rounding I&O ED BPMH MI Prep & Sendiso |

| Isolated Chest Trauma, Blunt | Physical IV ED Cardiac Monitor ED Rounding I&O ED BPMH MI Prep & Send |
|------------------------------------|--|
| Isolated Chest Trauma, Penetrating | Physical ED Wound IV ED Cardiac Monitor ED Rounding I&O ED BPMH MI Prep & Send |
| Jaundice | Physical IV ED Rounding I&O ED BPMH MI Prep & Send |
| Joint(s) Swelling | Physical IV ED Rounding I&O ED BPMH MI Prep & Send |
| Labial Swelling | Physical IV ED Rounding I&O ED BPMH MI Prep & Send |
| Laceration/Puncture | ED Laceration Repair/Suturing IV ED Rounding I&O ED BPMH MI Prep & Send |
| leg Swelling/Edema | Physical IV ED Rounding I&O ED BPMH MI Prep & Send |
| Localized Swelling/Redness | Physical ED Wound IV ED Rounding I&O ED BPMH MI Prep & Send |
| Loss of Hearing | ED General Complaints EENT |
| Lower Extremity Injury | ED Cast/Splint IV ED Rounding I&O ED BPMH MI Prep & Send |
| Lower Extremity Pain | ED Cast/Splint IV ED Rounding I&O ED BPMH MI Prep & Send |
| Lumps, Bumps, Calluses | ED General Complaints |
| Medical Device Problem | Physical ED General Complaints IV ED Cardiac Monitor ED Rounding I&O ED BPMH MI Prep & Send |
| Menstrual Problems | Physical IV ED Rounding I&O ED BPMH MI Prep & Send |
| Minor complaints NOS | ED General Complaints |
| Multisystem Trauma, Blunt | Physical ED Wound IV ED Cardiac Monitor ED Rounding I&O ED BPMH MI Prep & Send |
| Multisystem Trauma, Penetrating | Physical ED Wound IV ED Cardiac Monitor ED Rounding I&O ED BPMH MI Prep & Send |
| Nasal Congestion / Hay Fever | Physical IV ED Rounding I&O ED BPMH MI Prep & Send |
| Nasal Trauma | Physical ED Wound EENT IV ED Rounding I&O ED BPMH MI Prep & Send |
| Nausea and/or Vomiting | Physical IV ED Rounding I&O ED BPMH |
| Near Drowning | Physical IV ED Cardiac Monitor ED Rounding I&O ED BPMH |
| Neck Swelling/Pain | Physical EENT IV ED Rounding I&O ED BPMH MI Prep & Send |
| Neck Trauma | Physical ED Wound IV ED Cardiac Monitor ED Rounding I&O ED BPMH MI Prep & Send |
| Newly Born | ED Neonatal Jaundice IV ED Rounding I&O ED BPMH |
| Neonatal Jaundice | ED Neonatal Jaundice IV ED Rounding I&O ED BPMH MI Prep & Send |
| Noxious Inhalation | Physical IV ED Cardiac Monitor ED Rounding I&O ED BPMH |
| Oliguria | Physical IV ED Rounding I&O ED BPMH MI Prep & Send |
| Oral/Esophageal Foreign Body | ED Foreign Body V ED Rounding & O ED BPMH MI Prep & Send |
| Other Skin Conditions | ED General Complaints |
| Overdose Ingestion | Physical ED Toxicology/Overdose Restraints and/or Seclusion CIWA COWS C-SSR MH Act Forms IV ED Cardiac Monitor ED Rounding I&O ED BPMH |
| Paediatric Disruptive Behaviour | ED Mental Health C-SSR MH Act Forms IV ED Rounding I&O ED BPMH |

| Paediatric Gait Disorder/Painful Walk | Physical IV ED Rounding I&O ED BPMH MI Prep & Send |
|---------------------------------------|---|
| Pallor/Anemia | Physical IV ED Rounding I&O ED BPMH MI Prep & Send |
| Palpitations/Irregular Heartbeat | Physical ED Synchronized Cardioversion IV ED Cardiac Monitor ED Rounding I&O ED BPMH MI Prep & Send |
| Penile Swelling | Physical IV ED Rounding I&O ED BPMH |
| Periorbital Swelling | EENT ED Visual Acuity IV ED Rounding I&O ED BPMH MI Prep & Send |
| Photophobia | EENT ED Visual Acuity IV ED Rounding I&O ED BPMH |
| Polyuria | Physical IV ED Rounding I&O ED BPMH MI Prep & Send |
| Postoperative Complications | Physical ED Wound IV ED Rounding I&O ED BPMH MI Prep & Send |
| Postpartum Issues | ED Postpartum IV ED Rounding I&O ED BPMH MI Prep & Send |
| Pregnancy Issues < 20 Weeks | ED Pregnancy IV ED Rounding I&O ED BPMH MI Prep & Send |
| Pregnancy Issues > 20 Weeks | ED Pregnancy IV ED Rounding I&O ED BPMH MI Prep & Send |
| Prescription/Medication Request | ED General Complaints |
| Pruritus | ED General Complaints |
| Rash | ED General Complaints |
| Re-check Eye | ED General Complaints ED Visual Acuity EENT |
| Rectal/Perineal Pain | Physical IV ED Rounding I&O ED BPMH MI Prep & Send |
| Red Eye, Discharge | EENT ED Visual Acuity |
| Redness/Tenderness, Breast | ED General Complaints MI Prep & Send |
| Removal Staples/Sutures | ED General Complaints ED Wound |
| Respiratory Arrest | Physical CC Ventilation Invasive IV ED Cardiac Monitor ED Rounding I&O ED BPMH MI Prep & Send |
| Respiratory Foreign Body | ED Foreign Body IV ED Rounding I&O ED BPMH MI Prep & Send |
| Return Visit for Therapy | ED General Complaints |
| Ring Removal | Ring Removal |
| Scrotal Pain and/or Swelling | Physical IV ED Rounding I&O ED BPMH MI Prep & Send |
| Seizure | Seizure Precautions & Assessment IV ED Cardiac Monitor ED Rounding I&O ED BPMH MI Prep & Send |
| Sensory Loss/Paresthesia | Physical IV ED Cardiac Monitor ED Rounding I&O ED BPMH |
| Sexual Assault | Physical IV ED Rounding I&O ED BPMH |
| Shortness of Breath | Physical IV ED Cardiac Monitor ED Rounding I&O ED BPMH MI Prep & Send (ED PRAM –NB&Paeds) |
| Social Problem | ED General Complaints |
| Sore Throat | EENT |
| Spontaneous Bruising | Physical ED General Complaints IV ED Rounding I&O ED BPMH MI Prep & Send |
| Sting | ED Allergic Reaction IV ED Rounding I&O ED BPMH |

| Stridor | Physical IV ED Cardiac Monitor ED Rounding I&O ED BPMH |
|-------------------------------|--|
| Substance Misuse/Intoxication | Physical ED Toxicology/Overdose ED Mental Health Restraints and/or Seclusion CIWA COWS C-SSR MH Act Forms IV ED Cardiac Monitor ED Rounding I&O ED BPMH |
| Substance Withdrawal | Physical ED Toxicology/Overdose ED Mental Health Restraints and/or Seclusion CIWA COWS C-SSR MH Act Forms IV ED Cardiac Monitor ED Rounding I&O ED BPMH |
| Syncope/Presyncope | Physical IV ED Cardiac Monitor ED Rounding I&O ED BPMH MI Prep & Send |
| Tinnitus | EENT |
| Traumatic Back/Spine Injury | Physical IV ED Cardiac Monitor ED Rounding I&O ED BPMH MI Prep & Send |
| Tremor | Physical IV ED Cardiac Monitor ED Rounding I&O ED BPMH |
| Unilateral Reddened Hot Limb | Physical IV ED Cardiac Monitor ED Rounding I&O ED BPMH |
| Upper Extremity Injury | ED Cast/Splint IV ED Rounding I&O ED BPMH MI Prep & Send |
| Upper Extremity Pain | ED Cast/Splint IV ED Rounding I&O ED BPMH MI Prep & Send |
| URTI complaints | Physical ED General Complaints IV ED Rounding I&O ED BPMH MI Prep & Send |
| UTI complaints | ED General Complaints |
| Urinary Retention | Physical IV ED Rounding I&O ED BPMH MI Prep & Send |
| Vaginal Bleed | Physical IV ED Rounding I&O ED BPMH MI Prep & Send |
| Vaginal Discharge | ED General Complaints MI Prep & Send |
| Vaginal Pain/Dyspareunia | ED General Complaints MI Prep & Send |
| Vertigo | Physical IV ED Cardiac Monitor ED Rounding I&O ED BPMH MI Prep & Send |
| Violent/Homicidal Behaviour | Physical ED Toxicology/Overdose ED Mental Health Restraints and/or Seclusion CIWA COWS C-SSR MH Act Forms IV ED Cardiac Monitor ED Rounding I&O ED BPMH |
| Visual Disturbance | EENT Visual Acuity IV ED Cardiac Monitor ED Rounding I&O ED BPMH MI Prep & Send |
| Vomiting Blood | Physical IV ED Cardiac Monitor ED Rounding I&O ED BPMH MI Prep & Send |
| Wheezing-No Other Complaints | Physical IV ED Rounding I&O ED BPMH MI Prep & Send |
| Wound Check | ED General Complaints ED Wound |