

CARE4 MODULE NAME: EDM

RVH IOOF Patient to ED and Return to IOOF Workflow

Overview

This document outlines the workflow to be followed when an admitted IOOF is transferred to ED to be seen and then returning to their IOOF inpatient room/bed.

The IOOF patient has to be temporarily located to the ED in order for the patient to appear on the ED Tracker.

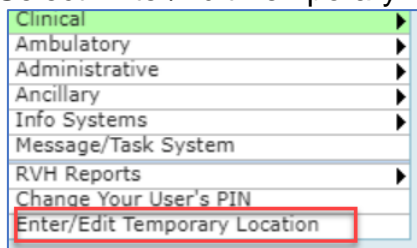
Then when the patient is ready to be transferred back to IOOF, the temporary location of ED needs to be removed.

In addition, in order for the patient to drop off the ED tracker the status event must be changed to Transfer to IOOF.

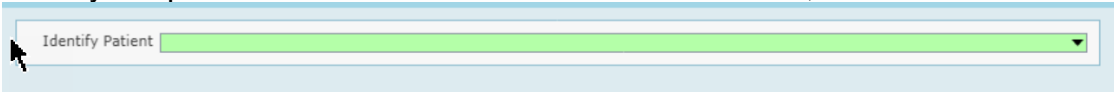
It is the ED Clerk/Nurse that is responsible for adding and removing the temporary location and updating the status event.

How to Temp Locate a Patient

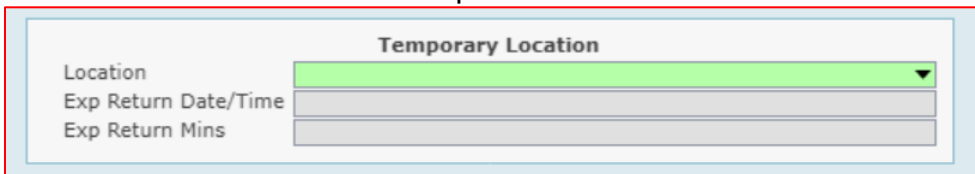
Select Enter/Edit Temporary Location from the main menu



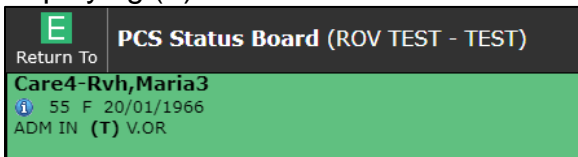
Identify the patient - Enter Account number or Last name, first name

A screenshot of a search field labeled 'Identify Patient'. The field is empty and has a green background. A mouse cursor is pointing at the left side of the field.

Select the Location from the drop-down list

A screenshot of a form titled 'Temporary Location'. It contains three input fields: 'Location' (a drop-down menu), 'Exp Return Date/Time', and 'Exp Return Mins'. The 'Location' field is highlighted with a red rectangular box.

Note that the patient header will now show that the patient is temporarily located by displaying (T) behind the status of ADM IN



When the patient returns to IOOF, it is the ED clerk/nurse responsibility to remove the temporary location.

Follow the same steps as above to identify the patient and then remove the location.