



Remember: Complete, accurate, timely orders will decrease phone calls for clarification





❖ Completing Discharge Orders:

Find: 

    Folder:

- Copy Chart for Discharge/Transfer
- Discharge Education
- Discharge Instructions
-  Discharge Orders 
- Discharge Patient

- Requires a Discharge Order PowerPlan
- Note 2 orders have required elements, noted by the **Blue** circle with white **X**

Discharge Orders (Planned Pending)	
Admit/Transfer/Discharge	
Please indicate the post discharge appointments and treatments you would like arranged for this patient. Be sure to include appropriate ICD-9 codes in order details to facilitate correct reimbursement.	
<input checked="" type="checkbox"/>	  Discharge Patient
<input checked="" type="checkbox"/>	  Discharge Instructions

- Includes the Discharge Order and Discharge Instruction order(s)
 - Include patient specific information such as dressing changes (type, frequency etc.)
 - Follow up information including when, where, and who
 - Post Discharge Orders (lab-ray, home care, therapy etc.) Check appropriate box, then fill in free text what is needed
 - Post Discharge Consults: same steps as post discharge orders

Details for Discharge Instructions

Order Comments | Offset Details | Diagnosis

Requested Start Date and Time: 09/07/2012 1324 CDT

Call Provider if Temp >: 101.5

*Activity Restrictions: No Activity Restrictions

Stair Climbing: No Restrictions on Stair Climbing

Restrict Stair Climbing Until:

Lifting Restrictions: Over 10 pounds

Limit Lifting Until:

Driving Restrictions: Wait 1 Week

Diet at Home: No Restrictions

Fluid Restriction:

Salt/Sodium Restriction:

Alcohol Intake: No Alcohol

May Shower: Yes

Wound/Dressing Instructions:

Special Instructions: May enter any specialty instructions here. This section flows to Depart and will be on the Discharge Instructions for the patient.

< No Items >

Post Discharge Orders		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Post Discharge Order: Diagnostic Test
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Post Discharge Order: Durable Medical Equipment
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Post Discharge Order: Imaging
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Post Discharge Order: Labs Start Date: T;N
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Post Discharge Order: Oxygen Services
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Post Discharge Order: Placement
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Post Discharge Order: Transportation
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Post Discharge Order: Other

Details for Post Discharge Order: Labs

Details
 Order Comments
 Offset Details
 Diagnosis

+ [Icons] [Dropdown]

Requested Start date and Time: CDT
 *Enter Verbatim Order:

Special Instructions:

Post Discharge Consults		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Post Discharge Order: Diabetes Treatment
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Post Discharge Order: Dietitian
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Post Discharge Order: Home Care
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Post Discharge Order: OT
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Post Discharge Order: PT
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Post Discharge Order: Speech
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Post Discharge Order: Wound Therapy

❖ Use of “Planned” PowerPlan VS. Outpatient Orders

- Only PowerPlans can be in a “planned” state and need to be on a valid encounter
- If you put a PowerPlan in a “planned” state it means this is for future use
- You must place an RN To Initiate PowerPlan Order outside of the PowerPlan. You will need to specify the PowerPlan that is to be initiated. Then “when” window will prepopulate to “on arrival”

Details for RN to Initiate PowerPlan

Details
 Order Comments
 Diagnosis

+ [Icons] [Dropdown]

*Requested Start Date and Time: CDT
 *Name of PowerPlan:

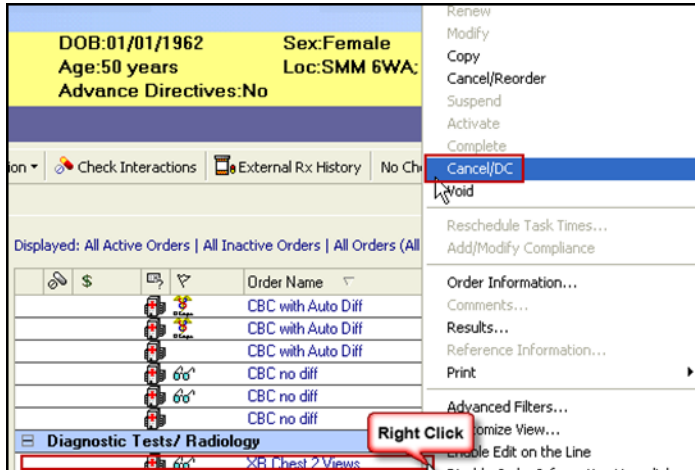
*Initiate PowerPlan When:

- The RN will now have an active order to initiate the specified PowerPlan at the specified time.
- Any orders for outpatient testing including pre-op testing being requested to be completed prior to arrival day of surgery can be completed in multiple ways as current state:
 - Hand written and given to the patient
 - Hand written and faxed to clinic of patient choice or hospital outpatient of patient choice
 - Entered from PowerNote- orders. This will file to Documents within EHR and can be accessed by the outpatient area when the patient arrives
 - Faxed through Fax Press to Central Scheduling as current state

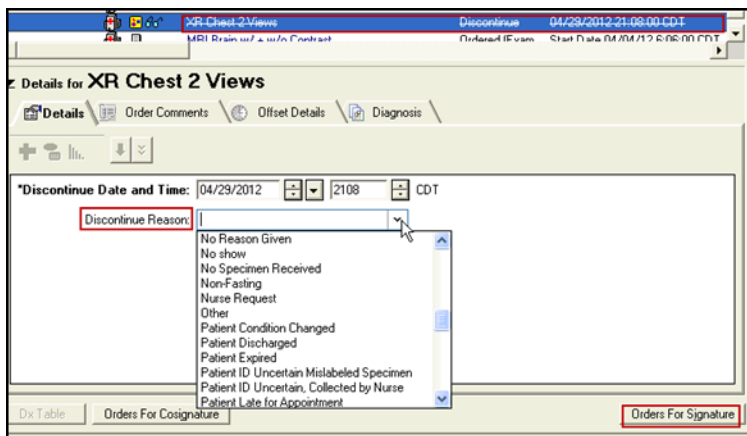
❖ Cancel/DC Orders

- Orders can be canceled after they have been placed; however, the original entry is always a part of the electronic record and the change is noted as a cancellation. Complete the following steps to cancel an order from the Quick Orders view:

➤ Right-click the order and select Cancel/DC



- Note: If the Cancel command is inactive, it could be because all or part of the order has already been carried out
- The Order Details window is displayed at the bottom of the Orders Profile window. Enter the correct date and time and select the appropriate cancellation/discontinue reason
- Click Orders for Signature



- Click Orders for Signature and Sign
- Click  3 minutes ago to refresh the screen

❖ Tissue/Procedural Sample Ordering

- Any sample that is tissue or comes from a procedure such as a colonoscopy need to be written (pen to paper)
- There is NOWHERE within the EHR to order this type of test