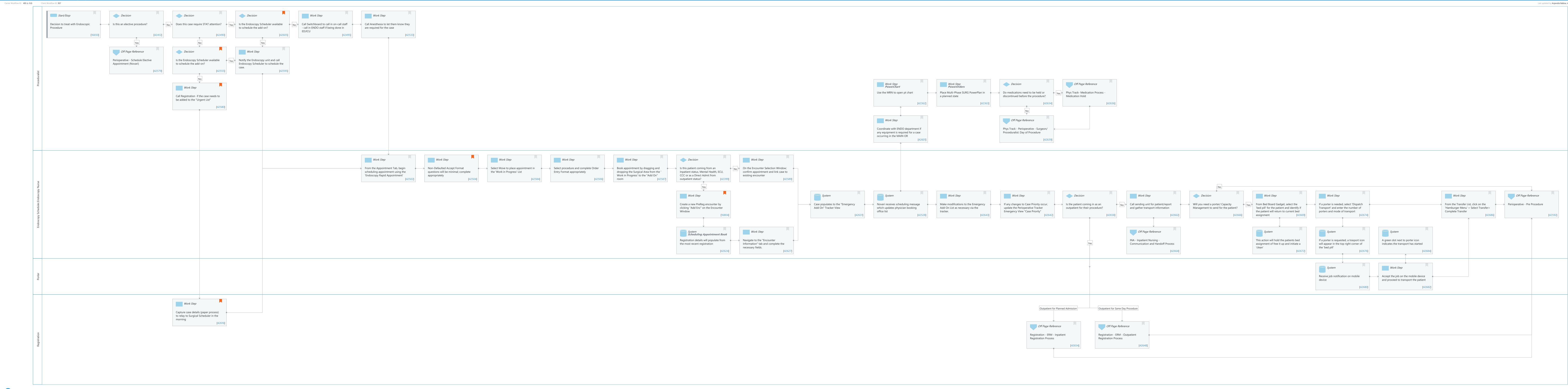
Iture State: Perioperative - Schedule Emergency Appointment - ENDO



Last updated by Anjanette Balboa, Jul 11, 2024 1:02pm (UTC -4 hours)

Mar 14, 2025

#### Niagara Health System

# Future State: Perioperative - Schedule Emergency Appointment - ENDO

Cerner Workflow ID: 495 (v. 9.0) Client Workflow ID: 957

Last updated by Anjanette Balboa, Jul 11, 2024 1:02pm (UTC -4 hours)

# **Workflow Details:**

Workflow Name:Perioperative - Schedule Emergency Appointment - ENDOWorkflow State:Future StateWorkstream:Pre-Admission/Pre-VisitVenue:PerioperativeClient Owner:Boichuk (Doan), Kristen RachelCerner Owner:Chariton,Caitlin MStandard:YesRelated Workflow(s):Tags:

# Workflow Summary:

Service Line: Related Solution(s): Surgical Management Project Name: Niagara Health System:OPT-0297674:NIAG\_CD Niagara HIS RFP TestBuilder Script(s): Cerner Workflow ID: 495 (v. 9.0) Client Workflow ID: 957 Workflow Notes: This workflow outlines the steps involved in requesting and scheduling a surgical or endoscopic procedure, utilizing Orders to Scheduling for elective cases. Introduced By: WS 1 Validated By: WS 2

# Swim Lane:

Role(s): Proceduralist Department(s): Security Position(s):

**Start/Stop** [16650] Description: Decision to treat with Endoscopic Procedure

# **Decision** [42412]

Description: Is this an elective procedure?

# **Decision** [42490]

Description: Does this case require STAT attention?

# **Decision** [42605]

Description: Is the Endoscopy Scheduler available to schedule the add-on?



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Comments: Currently (07:30-15:30)

### Work Step [42495]

Description: Call Switchboard to call in on-call staff - call in ENDO staff if being done in ED/ICU

# Work Step [42533]

Description: Call Anesthesia to let them know they are required for the case

# **Off Page Reference** [42579]

Workflow Link: Perioperative - Schedule Elective Appointment (Novari)

# **Decision** [42555]

Description: Is the Endoscopy Scheduler available to schedule the add-on? Comments: Endo Scheduler is available 07:30-15:30

# Work Step [42595]

Description: Notify the Endoscopy unit and call Endoscopy Scheduler to schedule the case.

# Work Step [42580]

Description: Call Registration if the case needs to be added to the "Urgent List"

Comments: Registration has a 'pink book' for Endoscopy Bookings where urgent add-on cases are populated for all 3 sites (NFS/WS/SCS). Registration can be reached by X44282

# Work Step [42362]

Description: Use the MRN to open pt chart Method: PowerChart

# Work Step [42363]

Description: Place Multi-Phase SURG PowerPlan in a planned state Method: PowerOrders

# **Decision** [42634]

Description: Do medications need to be held or discontinued before the procedure?

# Off Page Reference [42636]

Workflow Link: Phys Track- Medication Process - Medication Hold



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#### Work Step [42601]

Description: Coordinate with ENDO department if any equipment is required for a case occurring in the MAIN OR

#### Off Page Reference [42639]

Workflow Link: Phys Track - Perioperative - Surgeon/ Proceduralist: Day of Procedure

#### Swim Lane:

Role(s): Endoscopy Scheduler [Custom] Endoscopy Nurse [Custom]

Department(s):

Security Position(s): Perioperative - Scheduler

#### Work Step [42502]

Description: From the Appointment Tab, begin scheduling appointment using the 'Endoscopy Rapid Appointment'

#### Work Step [42504]

Description: Non-Defaulted Accept Format questions will be minimal; complete appropriately Comments: e.g. There won't be a PAT Required field, the Add-On field will default to Yes, etc.

#### Work Step [42584]

Description: Select Move to place appointment in the 'Work in Progress' List

#### Work Step [42506]

Description: Select procedure and complete Order Entry Format appropriately

#### Work Step [42587]

Description: Book appointment by dragging and dropping the Surgical Area from the 'Work in Progress' to the "Add On" room

#### **Decision** [42399]

Description: Is this patient coming from an Inpatient status, Mental Health, ECU, CCC or as a Direct Admit from outpatient status?

#### Work Step [42589]

Description: On the Encounter Selection Window; confirm appointment and link case to existing encounter



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#### Work Step [16804]

Description: Create a new PreReg encounter by clicking "Add Enc" on the Encounter Window Comments: If utilizing the Surgery Request MPage component, this may have already been created, depending on the local configuration.

#### System [42631]

Description: Case populates to the "Emergency Add On" Tracker View

#### System [42528]

Description: Novari receives scheduling message which updates physician booking office list

#### Work Step [42643]

Description: Make modifications to the Emergency Add On List as necessary via the tracker.

#### Work Step [42642]

Description: If any changes to Case Priority occur, update the Perioperative Tracker Emergency View "Case Priority"

#### **Decision** [42658]

Description: Is the patient coming in as an outpatient for their procedure?

#### Work Step [42662]

Description: Call sending unit for patient/report and gather transport information

#### Decision [42666]

Description: Will you need a porter/ Capacity Management to send for the patient?

#### Work Step [42669]

Description: From Bed Board Gadget, select the 'bed pill' for the patient and identify if the patient will return to current bed assignment

#### Work Step [42674]

Description: If a porter is needed, select 'Dispatch Transport' and enter the number of porters and mode of transport



# Future State: Perioperative - Schedule Emergency Appointment - ENDO

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# Work Step [42686]

Description: From the Transfer List, click on the 'Hamburger Menu' > Select Transfer> Complete Transfer

# Off Page Reference [42592]

Workflow Link: Perioperative - Pre Procedure

# System [42624]

Description: Registration details will populate from the most recent registration Method: Scheduling Appointment Book

# Work Step [42627]

Description: Navigate to the "Encounter Information" tab and complete the necessary fields.

#### Off Page Reference [42664]

Workflow Link: INA - Inpatient Nursing - Communication and Handoff Process

#### System [42672]

Description: This action will hold the patients bed assignment of free it up and initiate a 'clean'

#### System [42676]

Description: If a porter is requested, a trasport icon will appear in the top right corner of the 'bed pill'

# System [42684]

Description: A green dot next to porter icon indicates the transport has started

#### Swim Lane:

Role(s): Porter [Custom] Department(s): Security Position(s):

# System [42680]

Description: Receive job notification on mobile device

# Work Step [42682]

Description: Accept the job on the mobile device and proceed to transport the patient



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#### Swim Lane:

Role(s): Registration [Custom]

Department(s):

Security Position(s):

# Work Step [42616]

Description: Capture case details (paper process) to relay to Surgical Scheduler in the morning Comments: add any urgent cases to Endo Bookings (pink binder). These will be electronically scheduled by the Endoscopy Scheduler in the AM.

#### Off Page Reference [42654]

Workflow Link: Registration - ERM - Inpatient Registration Process

# **Off Page Reference** [42648]

Workflow Link: Registration - ERM - Outpatient Registration Process

