

### PATIENT TRANSPORTATION REQUEST - CONNEXALL ALERTING SYSTEM

### Requester (DI – Tech, OR RN/Clerk, Hemodialysis or Oncology Staff)

- 1. Add all necessary appointment needs in patient Power Chart (example: sling, stretcher, etc.)
- 2. Open Connexall DAC and select the **Transport Prep Request** icon to request patient transport.
- 3. Search for patient and click **OK**.

Select SCS Patient			
Search Text		_	
	I	Kind Find	Touch
Matching Custom [	Data Records		

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4. The requester will need to remove manually once appointment complete.

# The Clinical Team will check for Connexall Alerts Requesting Patients on one of the following options: Desktop DAC, WOW or VOCERA BADGE

Option 1: Desktop DAC											
Transport Prep Request	2024-11-09 12:33:42	98:13:24	3AA Rm SC3A01 Bed 1A		-	Modality: Dialysis	Requested By: / Ext: 43712				
Double click on	call and	click a	acknowledg	e.	Actions Update Info	Call Callback Number	Doptions (C) Escalate				

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When the patient is ready to go to the appointment (including having reviewed RN/Tech/Clerk requests - e.g. sling, stretcher, IV, etc) click **Options**.

The Unit Nurse selects **Transport Request in CapMan** and selects **OK**.

**Note:** This process can also be followed on the Workstation on Wheels (WOW)

Select Custom Callpoint Option	$\times$
Search Text	
Transport Requested in CapMan	
Patient Prep Not Completed	
Patient Refusing	
Scheduling Conflict	
Patient Condition Changed	
Patient Not Available	
Cancel	

#### **Option 2: VOCERA BADGE**

- 1. Alerts to badge select the appropriate alert
- 2. Open Alert
- 3. Select an option and the call will clear off the badge



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After completing one of the options above, you are now ready to move on to Capacity Management (CAPMAN) to request a Patient Transportation Porter. See next page.

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#### **Requesting a Patient Transport in Capacity Management**

#### 1. Open PowerChart and click on the Capacity Management button and Log in.

Task Edit View Patient Chart Links Navigation Help

#### 2. Select a Patient from the Patient List or Bed Board Gadget List

P	Patient List 🖄 孝 Transfer List 🏦 Discharge List 😰 PreAdmit List 🥖 EVS Services List 🥑 EVS Status List 🖓 Transport List 🖓 Transport										
ALC	11 Discharge 20 Patie	nt List 192	22 Attend	ding 1 CDI	3				Cioar 137		
Patient V 😰 🍓 🚉 🚁 🍫 👉 🏘 🕸											
	Current Location	▼ S	▼ A	▼ G	LOS     LOS	Patient Attributes	Hospital Service	OR	SCS 2A Acute Stroke Unit 1007 A: 0C-8 D: 0C-0 Rovd: 0 Out 0	5 (5) SCS 2A Medical Pod A 130% ( Ar 00, 13 D. 12, 0 Ravel: 0 0.015 5	SCS 2A Medical Pod B     7%     A: 0 0: 2D: 0 0: 0     Rovet: 0 0 Ut: 0
	SC2A09, A SC2A01, 1A	Occu	75 y 72 y	Male	41 11:16	ALCOZANED ALCOMED R1	General Internal Me	•	Priority Beds	Priority Beds	Priority Beds
	SC2A10, A SC2A01, 1B	Occu	68 y	Male Male	50 22:52 17 06:50	ALCMED R1 ALCMED R1	General Internal Me General Internal Me		OC SC2A07, A	C SC2A01, 1A	CC SC2A10, A
	SC2A03, 3A	Occu	77 y	Female	19 19:09		General Internal Me			CC SC2A01, 18	Cc SC2A10, B
	SC2A02, 2B SC2A06, A	Occu	61 y	Female	116 15:27	ALCEPE MED R2	General Internal Me		0c SC2A09, A AL( C2 wo	SC2A01, 1C	
)	SC2D01, 07 SC2A13, A	Occu	80 y 53 y	Female Male	12 23:30 14 17:40		General Internal Me General Internal Me			SC2A02, 2A	
	SC2A11, A SC2A07, A	Occu	87 y 82 y	Female Male	20 17:35 11 23:16		General Internal Me General Internal Me			Oc         A(L)         Image: All (All (All (All (All (All (All (All	<u>_</u>

**Note**: Ensure you are in the correct floor, unit, or area. This can be changed on the location toolbar.

3. Click on correct Patient on Patient List or Bed Board and select the transport icon.



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5. Fill in the **"To"** Location that the patient is going to and any other necessary details in the transport job request window for Patient Transportation Porter.

Select **OK** when done.

1/21/24 ¥ 10:5	8 AM	From SC2A09, A		То		
iority Transporters	Mode of T Stretche	ransport r v				
atient Attributes						
Aggressive Tendencies		Airborne/Contact Precautions	Airborne Precautions			
Allergy Precautions		Amputation Patient	Chicken pox			
Communication Tool Needed		Contact Precautions	Corp ALC			
atient Attributes (Automatic)						
ALC (Clinical Event-25581	96203)	Comfort Care 2 (Clinical Even	it-2570127051) 🗹 Me	dicine Ward (Order-4014	174807)	
ansport Details						
	_		Monitor	Oxygen		
Behavioural Restraints	Isolation	L IV Pole				

**Note:** Only select the **Round-Trip Transport Box** if the it is a very short test and the porter will be waiting with the patient which in most cases would not be happening.

**Note:** There are 2 ways to search for the correct area in the **"To"** field, either drill down to the area needed or search for it (searching for it one would need to know the exact name of that area/location i.e. SCS Cat Scan).

If it is an area that you choose frequently you can also find the area/location in the recent searches tab.

	Location	SCS Ca		+ 🔳 🛏
Diagnotic Imaging     ScS Angrogem     ScS Angrogem     ScS Ben Denistemetry Clinic     ScS Lot Scan     ScS Marmography     ScS Marmography     ScS Inducate Machine Imaging     ScS Unternot Machine     ScS Crate Scene     Scene     Scene     Scene     Scene     Scene     ScS Crate Scene     Scene     Scene     ScS Crate Scene     Scene		<ul> <li>SS Cadareis Danos (B. Catharines Ster St. Catharines, SS Cardias Realby (G. Catharines Ster St. Catharines, SS Cardias Reahu Offatta (B. Catharines Ster St. Catharines SS Cardias St. Catharines Ster St. Catharines Ster, SS Cardiology Assessment Clinic (B. Catharines Ster, SS Cardiology Assessment Clinic (B. Catharines Ster, SS Cardiology Follow (J. B. Catharines Ster)). Catharines Ster St. Catharines Ster). Catharines Ster SS Cardiology. Catharines Ster). Catharines No.</li> </ul>		
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6. This request will then land on the Transport List and go to the nearest and available porter that has that specific zone. Once the porter has transported the patient and completes the transport, the patient will fall off the Transport List.

Origin	Destination	Priority	Mode of Transport	Comment	Status	Delay Reason (Befor
<u>B14, A</u>	SCS Ultrasound Back	Routi	Stretcher		Acce	
Day Surgery	SC OR 04	Routi	Stretcher		Acce	
SC2A99, A	SCS Cat Scan	Routi		on stretcher, for biopsy	Delay	Patient Not Ready
SC3B17, A	Linac 3	Routi		ext 49153 no extension pumps	Acce	
SC3B30, A	XRAY - Main Floor	Routi	Stretcher	going to room 6	Assig	
SC OR Day Surgery	SC OR 09	Routi	Stretcher		Started	
SC OR PARR	SC5A30, A	Routi	Stretcher	BAY 9	Requ	
Walker Family Canc	Rad Exam Rm 03	Routi	Stretcher		Acce	
XRAY - Main Floor	A18, A	Routi			Started	

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#### **Requesting a Patient Transport in Capacity Management Post Test/ Appointment**

Once test/appointment is completed, follow the NH workflow that currently exists or (e.g. OR would need to call and give handoff to accepting nurse) and then request the Porter through Capacity Management, following the steps below.

1. Log in to **Capacity Management**, select site, go to **bed board gadget** and search for patient using **Global Search**.

🗬 Bed Board 🛛 🔪 🍐 Patient List 🌌 Transfer List 🏫 [	Discharge List 🕅 PreAdmit List 🤞 EVS Services List 🤞 EVS	S Status List 🔏 Transport List 🔏 Transporter Status List	Equipment List					
Favorites Available Occupied Dirty	Cleaning Blocked Out of Service Held Reserve	ed Patient Attribute						
Patient. 🗸 🖅 🖅 🖓 🖗								
	<b>A</b>							
Global Search Results: All Facilities								
SCS 2A Acute Stroke Unit 100% > A: 0 0: 8 D: 0 C: 0 Rsvd: 0 Out: 0	SCS 2A Medical Pod A 130% ④ A: 1 0: 13 D: 0 C: 0 Rsvd: 1 Out: 3	SCS 2A Medical Pod B ?% A: 0 0: 2 D: 0 C: 0 Rsvd: 0 Out: 0	SCS 2A Telemetry Pod C 100% 3 A: 0 O: 9 D: 0 C: 1 Rsvd: 2 Out: 4					
Priority Beds 📑	Priority Beds 🗾	Priority Beds 📑	Priority Beds 📑					
0c         SC2A07, A           Λ(1)         → ∞           0c         C1           01         M1           02         SC2A08, A           03         SC2A09, A           04         L(1)           05         SC2A09, A           04         L(1)	Oc         SC2A01, 1A         A           U(1 → ∞, R1)         A           Oc         SC2A01, 1B           A(1 → ∞, R1)           Oc         SC2A01, 1C           Oc         A(1 → ∞, R1)	Oc         SC2A10, A           J(1 → , R1)           Oc         SC2A10, B           C         A → R1	Oc         SC2A16, A         A           OC         CEXAT7, A         A           OC         SC2A17, A         A           SC2A17, A         A         A           OC         SC2A17, A         A           OC         SC2A17, A         A					

2. Search for patient by name, MRN or FIN.



3. Repeat steps 3 to 6 as indicated above.

**Note:** Most often requesting a transport back to the floor auto populates in the "**To**" field so the patient's bed should be automatically in that field.



**Note:** Discharge cleans and transfer cleans are automatic once a patient has been discharged or transferred.



