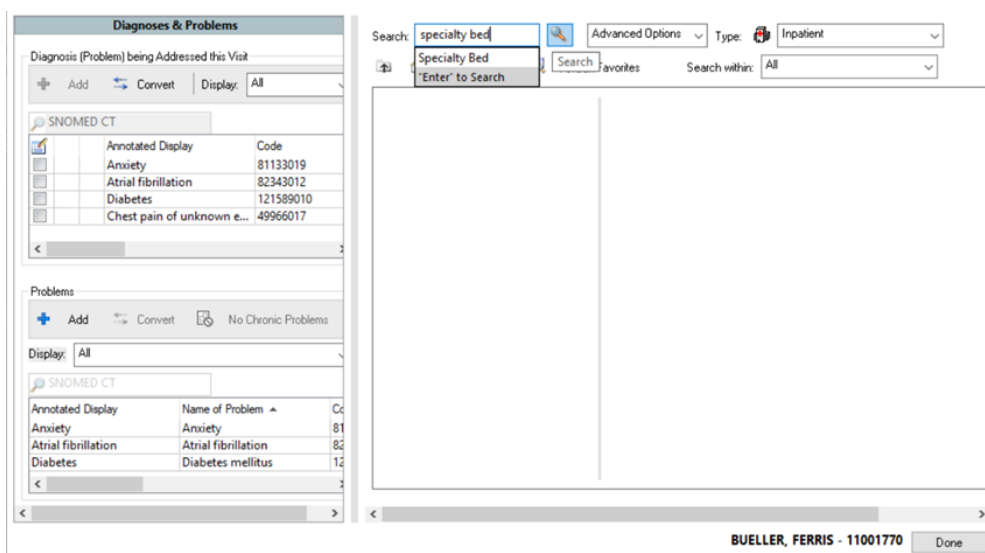


### ORDERING/DISCONTINUING & UNIT TO UNIT TRANSFERS OF RENTAL SURFACES

1. Select the Orders tab on the left menu bar.



2. Search for 'Specialty Bed' and press enter.



3. Enter the attending MRPs name for the Physician name and select 'Clinical Intervention' for Communication Type.

**P** Ordering Physician ✕

**\*Physician name**  
 🔍

**\*Order Date/Time**  
  EDT

**\*Communication type**

Phone with Read Back (Cosign)

Verbal with Read Back (Cosign)

Written

**Clinical Intervention**

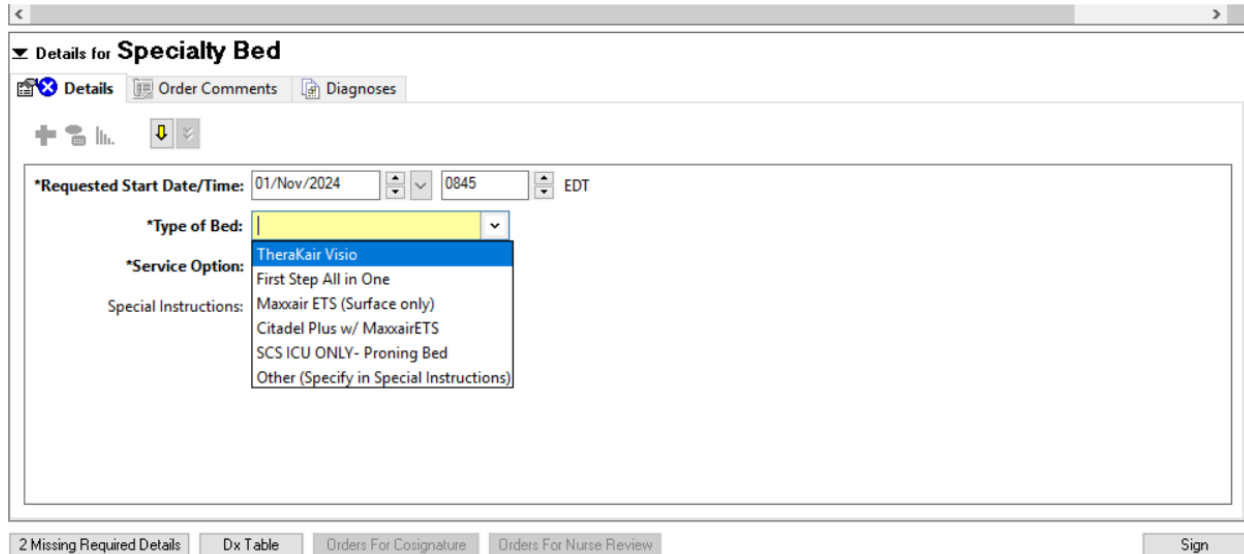
Initiate Plan

Downtime Back Entry

Medical Directive

IPAC Isolation Order

4. Within the Order window, Select your appropriate Bed Type and Service Option. Select Sign once complete.



**Details for Specialty Bed**

Details | Order Comments | Diagnoses

\*Requested Start Date/Time: 01/Nov/2024 0845 EDT

\*Type of Bed: [Dropdown]

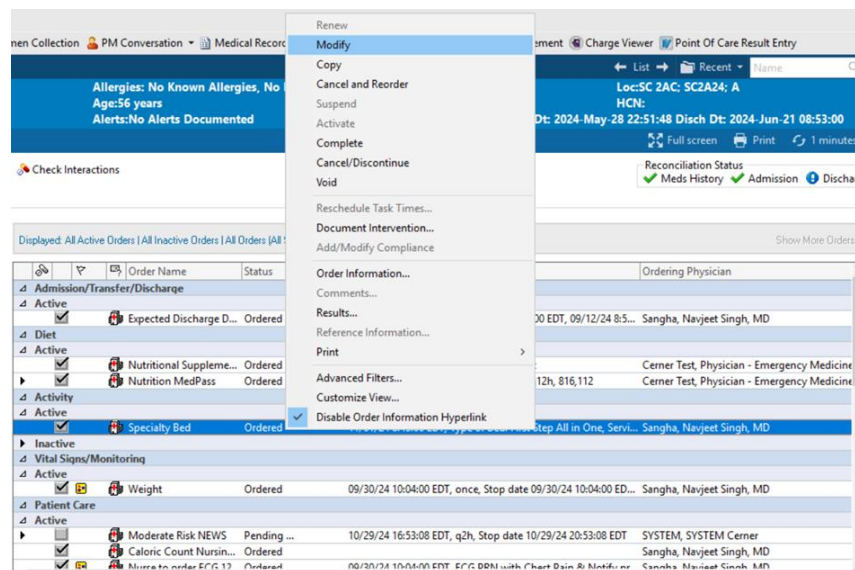
\*Service Option: TheraKair Visio

Special Instructions: Maxxair ETS (Surface only), Citadel Plus w/ MaxxairETS, SCS ICU ONLY- Proning Bed, Other (Specify in Special Instructions)

2 Missing Required Details | Dx Table | Orders For Cosignature | Orders For Nurse Review | Sign

## DISCONTINUING RENTAL SURFACES

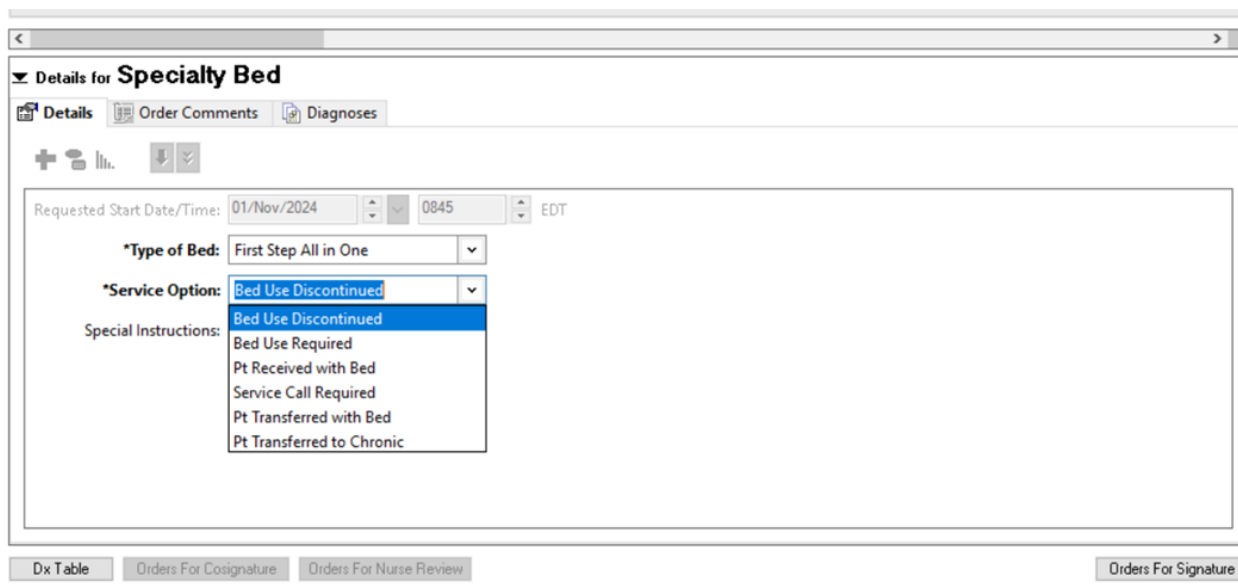
1. Locate the existing 'Specialty Bed' order within the doctor's orders and right click. Select 'Modify'



Renew | Modify | Copy | Cancel and Reorder | Suspend | Activate | Complete | Cancel/Discontinue | Void | Reschedule Task Times... | Document Intervention... | Add/Modify Compliance | Order Information... | Comments... | Results... | Reference Information... | Print | Advanced Filters... | Customize View... | Disable Order Information Hyperlink

Order Name	Status	Order Date	Stop Date	Ordering Physician
Admission/Transfer/Discharge	Active			
Expected Discharge D...	Ordered			
Diet	Active			
Nutritional Suppleme...	Ordered			
Nutrition MedPass	Ordered			
Specialty Bed	Ordered			
Weight	Ordered	09/30/24 10:04:00 EDT, once, Stop date 09/30/24 10:04:00 ED...		Sangha, Navjeet Singh, MD
Moderate Risk NEWS	Pending ...	10/29/24 16:53:08 EDT, q2h, Stop date 10/29/24 20:53:08 EDT		SYSTEM, SYSTEM Cerner
Caloric Count Nursin...	Ordered			Sangha, Navjeet Singh, MD
Mura to order ECG 12	Ordered	09/30/24 10:04:00 EDT, ECG DRN with Chest Pain & Monitor		Sangha, Navjeet Singh, MD

- The order window will appear. Within 'Service Options', select Bed Use Discontinued. Select Orders For Signature and sign once done.



**Details for Specialty Bed**

Requested Start Date/Time: 01/Nov/2024 0845 EDT

\*Type of Bed: First Step All in One

\*Service Option: **Bed Use Discontinued**

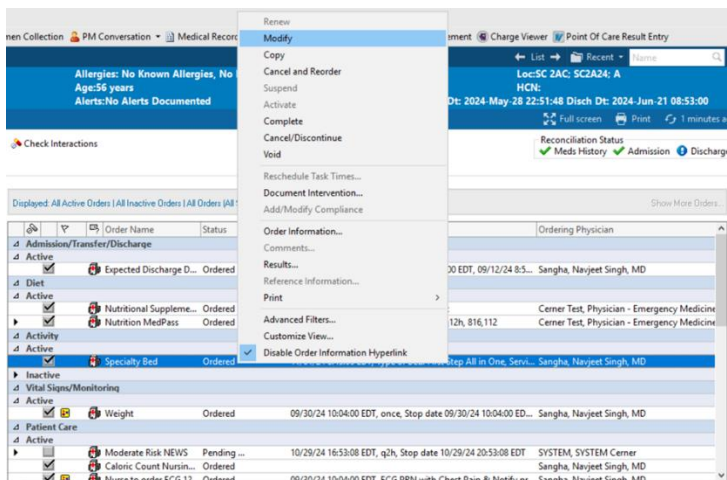
Special Instructions:

- Bed Use Discontinued
- Bed Use Required
- Pt Received with Bed
- Service Call Required
- Pt Transferred with Bed
- Pt Transferred to Chronic

Dx Table    Orders For Cosignature    Orders For Nurse Review    Orders For Signature

## TRANSFERRING RENTAL SURFACES BETWEEN UNITS

- Locate the existing 'Specialty Bed' order within the doctor's orders and right click. Select 'Modify'



Renew  
Modify  
Copy  
Cancel and Reorder  
Suspend  
Activate  
Complete  
Cancel/Discontinue  
Void  
Reschedule Task Times...  
Document Intervention...  
Add/Modify Compliance  
Order Information...  
Comments...  
Results...  
Reference Information...  
Print  
Advanced Filters...  
Customize View...  
Disable Order Information Hyperlink

Order Name    Status

Order Name	Status	Order Date	Stop Date	Physician
Admission/Transfer/Discharge	Active			
Expected Discharge D...	Ordered			
Diet	Active			
Nutritional Suppleme...	Ordered			
Nutrition MedPass	Ordered			
Activity	Active			
Specialty Bed	Ordered			Step All in One, Servi... Sangha, Navjeet Singh, MD
Vital Signs/Monitoring	Active			
Weight	Ordered	09/30/24 10:04:00 EDT, once, Stop date 09/30/24 10:04:00 ED...		Sangha, Navjeet Singh, MD
Moderate Risk NEWS	Pending ...	10/29/24 16:53:08 EDT, q2h, Stop date 10/29/24 20:53:08 EDT		SYSTEM, SYSTEM Center
Caloric Count Nursin...	Ordered			Sangha, Navjeet Singh, MD
Mura to order ECG 12	Ordered	09/30/24 10:04:00 EDT ECG 12 with Chest Pain & Monitor...		Sangha, Navjeet Singh, MD

2. Within the “Service Option” drop down, select Pt Transferred with Bed.

Requested Start Date/Time: 17/Oct/2024 1319 EDT

\*Service Option:

- Bed Use Discontinued
- Bed Use Required
- Pt Received with Bed
- Service Call Required
- Pt Transferred with Bed**
- Pt Transferred to Chronic

3. In Special Instructions, include communication of where the bed is being transferred to.

Special Instructions:

4. Select Orders for Signature and sign once done.

**NOTE:** The receiving unit must follow the same steps above but select “Pt Received with Bed” in service options drop down.

| Pt Received with Bed |