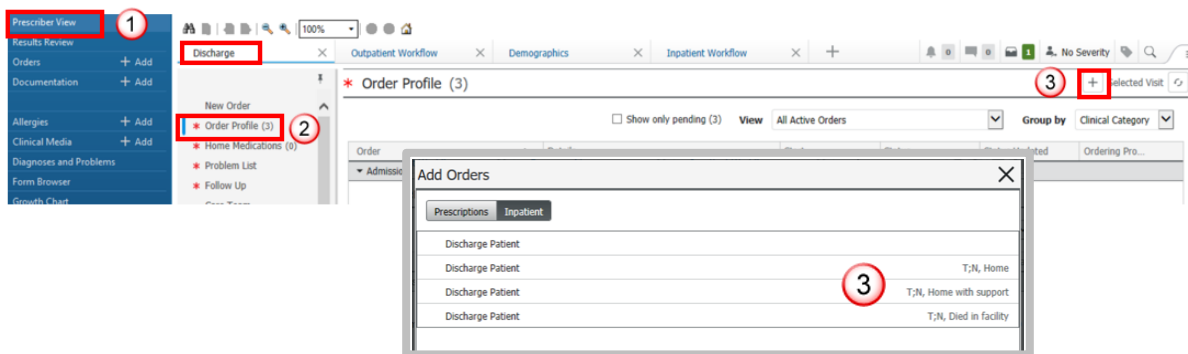


PRESCRIBERS

Discharging a Patient

Patient has a clinical indication for discharge follow the Discharge Workflow for processing a discharge:

1. Navigate to the **Discharge Workflow MPage** on **Prescriber View**.
2. Navigate to the **Order Profile** component on **Discharge Workflow**.
3. Click on the "+" button to add a **Discharge Patient** order
4. Click **Close**.

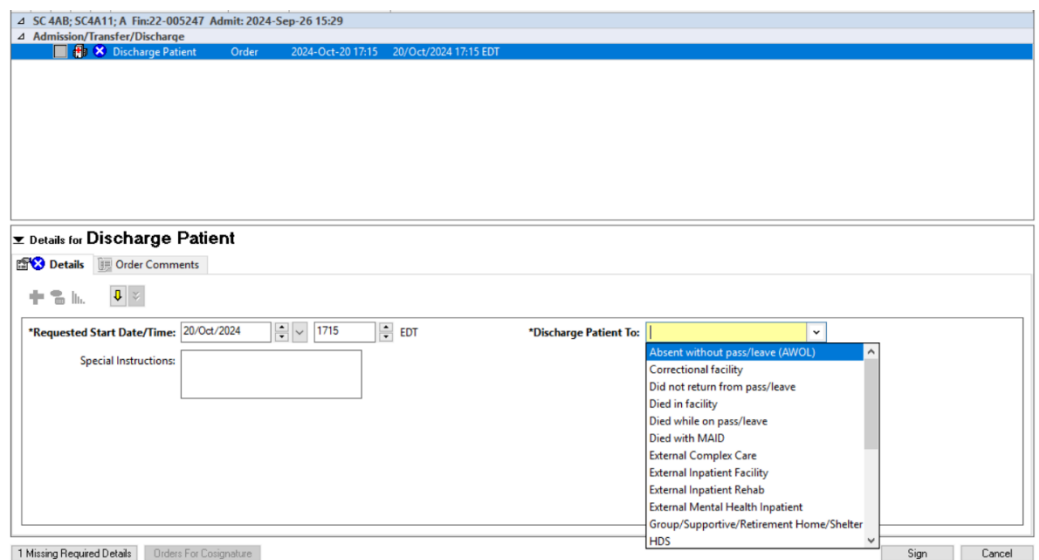


5. Click on the **Orders for Signature** window in the top right tool bar.



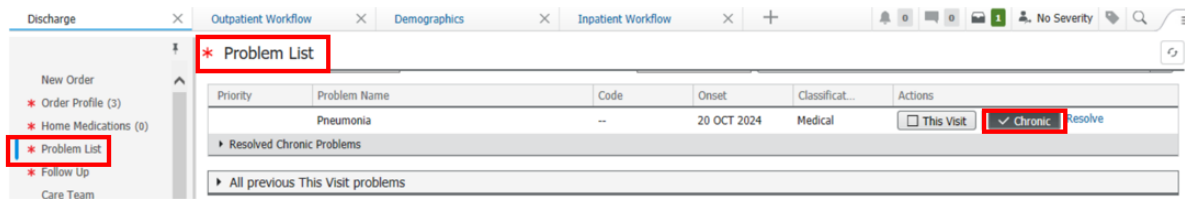
6. Click **Sign**.

Complete **Discharge Patient** to field. the required field. Click **Sign** again.



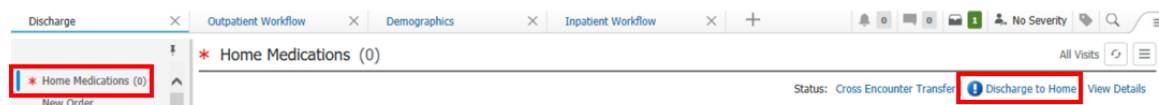
NOTE: If this is an urgent transfer, after placing the discharge order navigate to New Order Entry component to place the **Consult to CritiCall** order.

7. Navigate to **Problem List** component. Ensure at least one **This Visit** Discharge Diagnosis has been added.



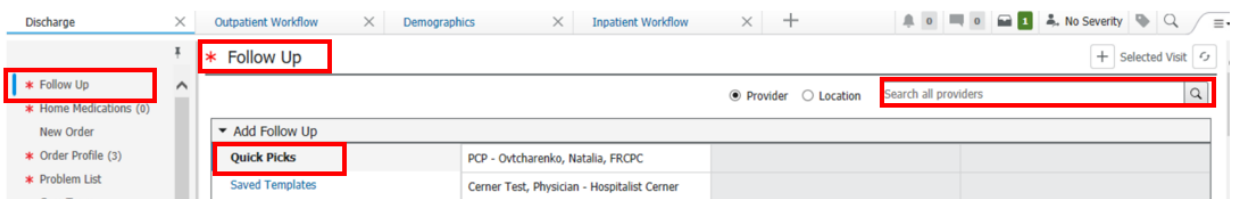
Priority	Problem Name	Code	Onset	Classific...	Actions
	Pneumonia	--	20 OCT 2024	Medical	<input type="checkbox"/> This Visit <input checked="" type="checkbox"/> Chronic Resolve
▶ Resolved Chronic Problems					
▶ All previous This Visit problems					

8. Navigate to **Home Medications** component. Click on the **Discharge to Home** hyperlink to complete the Discharge Meds Rec. [Follow Medication Process Discharge Medication Reconciliation](#).



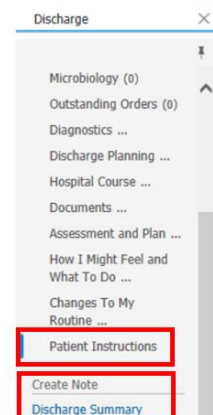
Status: Cross Encounter Transfer [Discharge to Home](#) [View Details](#)

9. Navigate to the **Follow Up** component. Use the **Quick Picks** or **Provider Search** to add an appropriate follow up instruction.



Add Follow Up	
Quick Picks	PCP - Ovtcharenko, Natalia, FRPC
Saved Templates	Cerner Test, Physician - Hospitalist Cerner

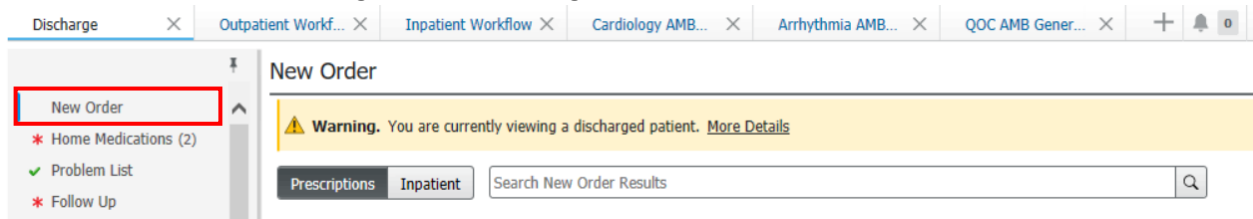
10. Navigate to **Patient Instructions**. Dictate or type into component to indicate which Patient Education material(s) are to be given.
11. Click the **Discharge Summary** note hyperlink at the bottom of the MPage. Complete all necessary sections of note.
12. Click **Sign/Submit**.



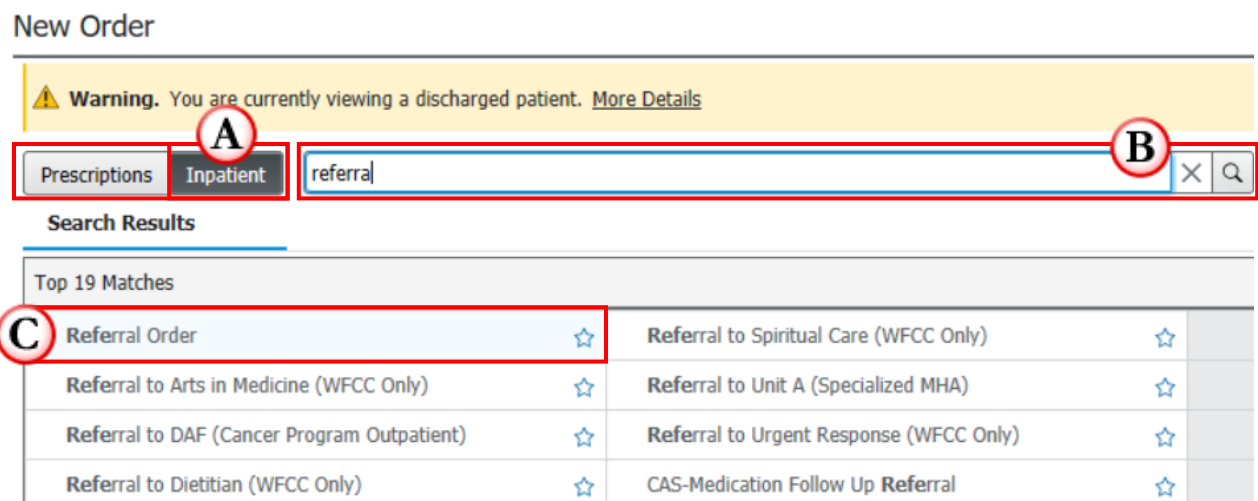
- Microbiology (0)
- Outstanding Orders (0)
- Diagnostics ...
- Discharge Planning ...
- Hospital Course ...
- Documents ...
- Assessment and Plan ...
- How I Might Feel and What To Do ...
- Changes To My Routine ...
- Patient Instructions**
- Create Note
- Discharge Summary**



Placing a Referral Order during Discharge

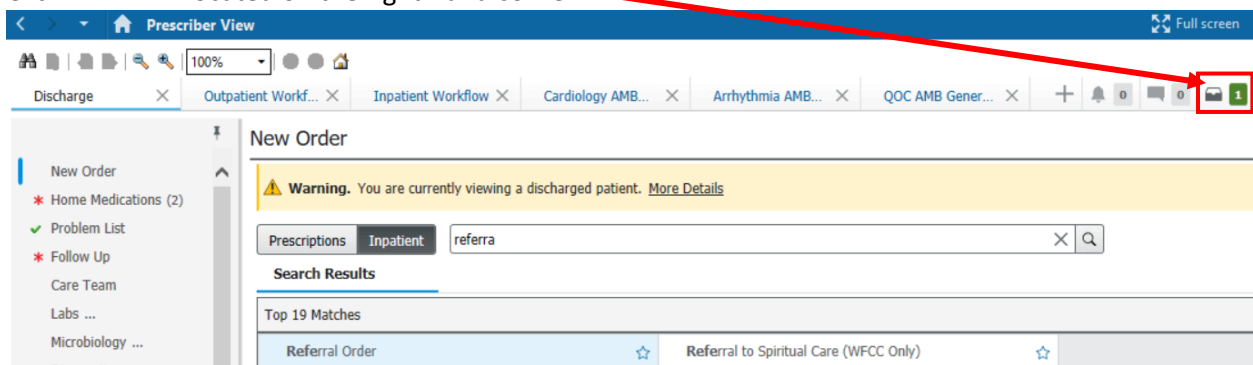
1. Locate New Order on Discharge Workflow MPage.

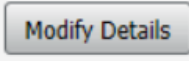


2. A) Switch from **Prescription to Inpatient (leave the setting if already Inpatient)**, B) Search **Referral Order** in the search box, and C) Select **Referral Order**.



3. Click   located on the right-hand corner.



4. Click 

Orders for Signature

Order Name	Status	Start	Details
SC ADMTU; SCTU01; A Fin:22-004954 Admit: 2024-Sep-18 12:34			
Interprofessional Consults			
Referral Order	Order	2024-Nov-16 12:25	16/Nov/2024 12:25 EST, Appendicitis A

Details for Referral Order

***Requested Start Date/Time:** 16/Nov/2024 1225 EST **B**

***Reason for Referral:** **D**

Referral Type:

Service by Date: **/**/****

Urgent: Yes No

***Service:** **C**

Treatment To Date:

Refer to: **E**

Instructions to Staff:

2 Missing Required Details Dx Table Orders For Cosignature Sign Cancel


- The Order Viewer window opens, click on the Referral Order and complete the missing required details.
- Select the date/time of the request.
- Choose the Service from the dropdown menu.

***Service:**

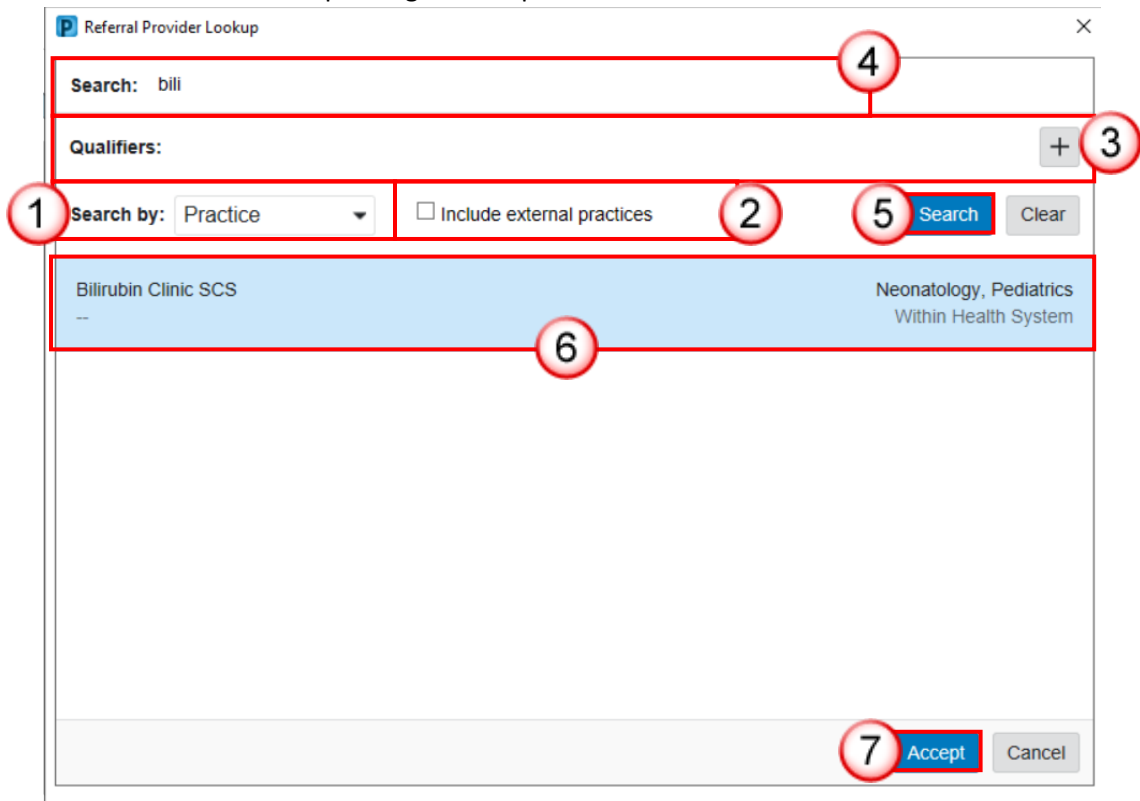
Treatment To Date:

Refer to:

- Cardiology
- Dermatology
- Endocrinology/Diabetes
- Family Medicine
- Gastroenterology
- General Internal Medicine
- General Surgery

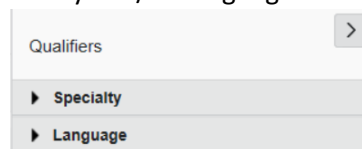
- Type in the reason for the referral.
- If you know the name of the Practice or Provider you are referring to, click  . If not, **SKIP THIS STEP.**

F. Referral Provider Lookup dialogue box opens.



The screenshot shows a 'Referral Provider Lookup' dialog box. It contains a search field with the text 'bill' (callout 4), a 'Qualifiers' section with a plus sign (callout 3), a 'Search by' dropdown menu set to 'Practice' (callout 1), an 'Include external practices' checkbox (callout 2), a 'Search' button (callout 5), and a 'Clear' button. Below these is a list of search results, with the first entry 'Bilirubin Clinic SCS' selected (callout 6). The entry details show 'Neonatology, Pediatrics' and 'Within Health System'. At the bottom right, there are 'Accept' (callout 7) and 'Cancel' buttons.

1. Determine if searching by **provider** or **practice**.
2. Check the “Include external practices” box if looking for an external practice.
3. Select Qualifiers based on Specialty and/or Language



The image shows a 'Qualifiers' dropdown menu with a right-pointing arrow. It contains two options: 'Specialty' and 'Language', both with right-pointing arrows next to them.

4. Type in the name of the practice/provider and press **Enter** on the Keyboard; or
5. Click Search.
6. Select the desired practice/provider.
7. Click **Accept** to accept entry as Refer to Provider/Practice.

Please be sure to sign the order after completing all of the applicable details.

Placing a Referral Order during Discharge: Referral to Bilirubin Clinic SCS

1. Complete **steps ONE to FOUR** on **pages 3 & 4**.

Orders for Signature

Order Name	Status	Start	Details
SC ADMTU; SCTU01; A Fin:22-004954 Admit: 2024-Sep-18 12:34			
Interprofessional Consults			
Referral Order	Order	2024-Nov-16 12:25	16/Nov/2024 12:25 EST, Appendicitis

A

Details for Referral Order

Details | Order Comments | Diagnoses

*Requested Start Date/Time: 16/Nov/2024 1225 EST **B**

*Reason for Referral: **D**

*Service: **C**

Treatment To Date:

Refer to: **E**

Urgent: Yes No

Instructions to Staff:

2 Missing Required Details | Dx Table | Orders For Cosignature | Sign | Cancel


- A. The Order Viewer window opens, click on the Referral Order and complete the missing required details.
- B. Select the date/time of the request.
- C. Choose the **Paediatrics** Service from the dropdown menu.

*Service:

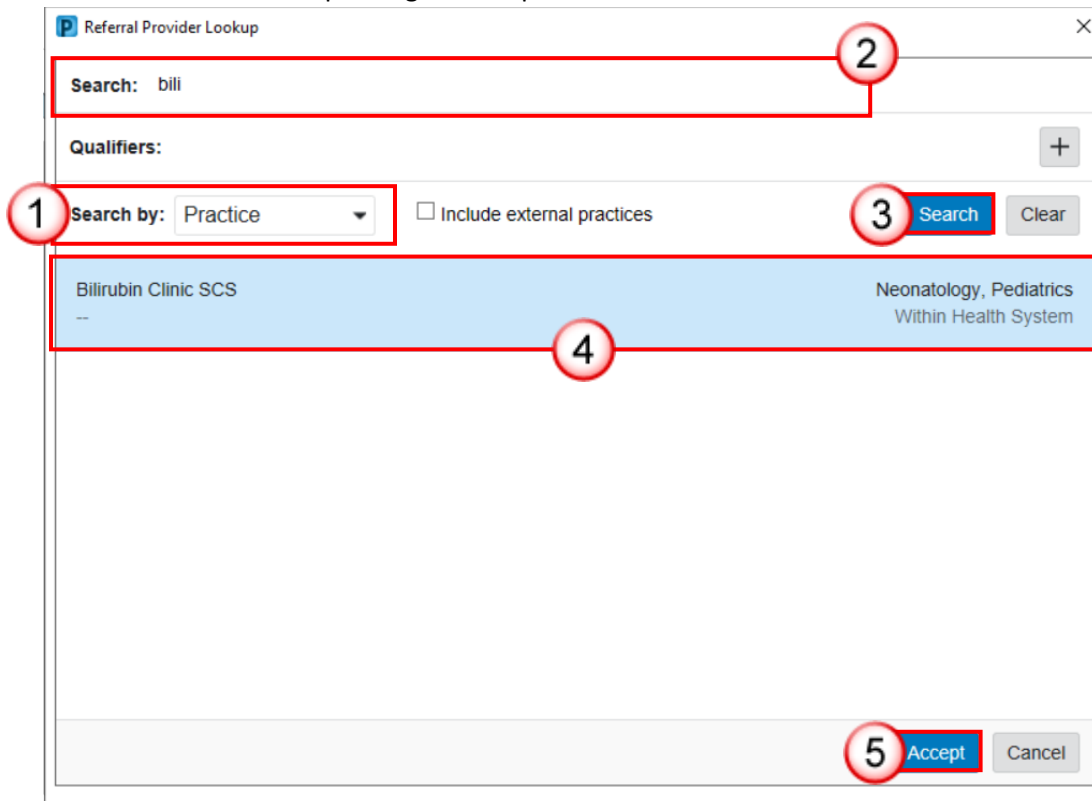
Treatment To Date:

Refer to:

- Cardiology
- Dermatology
- Endocrinology/Diabetes
- Family Medicine
- Gastroenterology
- General Internal Medicine
- General Surgery

- D. Type in the reason for the referral.
- E. Click  to select Bilirubin Clinic SCS.

F. Referral Provider Lookup dialogue box opens.



The screenshot shows a 'Referral Provider Lookup' dialog box. It contains a search field with 'bili' entered, a 'Qualifiers' section with a plus sign, a 'Search by' dropdown menu set to 'Practice', an 'Include external practices' checkbox, a 'Search' button, and a 'Clear' button. A search result for 'Bilirubin Clinic SCS' is displayed, with 'Neonatology, Pediatrics Within Health System' listed to its right. At the bottom, there are 'Accept' and 'Cancel' buttons. Red circles with numbers 1 through 5 highlight the 'Search by' dropdown, the search field, the 'Search' button, the search result, and the 'Accept' button respectively.

1. Change "Search by" to **Practice**.
2. Type in **Bilirubin** and press **Enter** on the Keyboard; or
3. Click **Search**.
4. Select **Bilirubin Clinic SCS**.
5. Click **Accept** to accept entry as Refer to Practice.

Please be sure to sign the order after completing all of the applicable details.