



Future State: Phys Track - Transitions - Transfer Level of Care (Single Encounter)

Cerner Workflow ID: 4861 (v. 16.0) Client Workflow ID: 8

Last updated by Tina Van Egmond, Aug 26, 2024 9:27am (UTC -4 hours)

Workflow Details:

Workflow Name: Phys Track - Transitions - Transfer Level of Care (Single Encounter)

Workflow State: Future State

Workstream: Ongoing Assessment and Treatment

Venue: Acute Care
Critical Care

Client Owner:

Cerner Owner:

Standard: Yes

Related Workflow(s):

Tags:

Workflow Summary:

Service Line:

Related Solution(s): CareAware Patient Flow
Cerner Millennium EMR - Acute
Registration Management
Revenue Cycle Registration

Project Name: Niagara Health System:OPT-0297674:NIAG_CD Niagara HIS RFP

TestBuilder Script(s):

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Workflow Notes: Performing Transfer All Orders Reconciliation will depend on
hospital policy (Standards alignment)

Introduced By: WS 3

Validated By: WS 8

Swim Lane:

Role(s): Sending Prescriber [Custom]

Department(s):

Security Position(s):

Work Step [18493]

Description: Review current orders and medications during Transfer All Orders Reconciliation

Comments: This workflow is strictly for transferring within NH organization or
HDS facility. Examples include: NH Site to Site; for HDS, from High
Intensity Rehab (HR) to Low Intensity Rehab (HC).The sending prescriber
should always initiate the transfer reconciliation unless for ICU

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transfers.

For patients being transferred in the following scenarios (ICU to PCU, PCU to ICU [SCG], ICU to SDU, SDU to ICU [NFS]), these patients' order profiles shouldn't be changing as a part of the transfer process, so the Transfer Medication Reconciliation don't need to be completed.

Off Page Reference [[29669](#)]

Workflow Link: Phys Track- Medication Process - Transfer (Change in Level of Care) All Orders Reconciliation

Work Step [[18497](#)]

Description: Place any appropriate new orders/order sets

Method: PowerOrders

Start/Stop [[29550](#)]

Description: Patient has clinical indication that they need to be transferred to another level of care

Work Step [[29551](#)]

Description: Place the "Transfer Patient" order

Method: PowerOrders

Comments: If the patient is being transferred from one NH site to another, the sending prescriber needs to fill out the "Request Bed Assignment" field to indicate "NH Site to Site" and then indicate receiving hospital in optional "Site" field.

If sending prescriber knows who the receiving prescriber at this time, sending prescriber to fill out the receiving prescriber's name in the Most Responsible Prescriber field on the Transfer Patient order. This will update the MRP/"Attending Physician" relationship in the system.

Decision [[18491](#)]

Description: Will there be a change in prescriber?

Comments: Receiving prescriber has to accept, communication occurs verbally and via Transfer Note

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Work Step [29692]

Description: Complete transfer documentation and Create Note; this would be a Inter Site Transfer Note

Work Step [29693]

Description: Complete transfer documentation and Create Note; this would be a Intra Site Transfer Note

Swim Lane:

Role(s): Ward Clerk [Custom]

Department(s):

Security Position(s):

Decision [29712]

Description: Is there a ward clerk available to place the 'Change MRP to' order?

Work Step [29621]

Description: Place the "Change MRP to" order if not already updated within the Transfer Patient order

Method: PowerOrders

Comments: Users should not place the "Change MRP to" order until the patient's bed has been assigned and they're physically moved.

Swim Lane:

Role(s): Receiving Prescriber [Custom]

Department(s):

Security Position(s): Physician - Hospitalist

Work Step [18492]

Description: Engage in handoff with sending prescriber

Method: MPage

Comments: Prescriber Handoff Worklist can be used for Handoff and IPASS documentation and verbal handoff is always encouraged as another option to ensure safe handoff.

Sending and Receiving prescribers can both contribute to patient's order profile.

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Work Step [29684]

Description: Add patient to Care Team List if applicable and update yourself as the Primary Contact in Prescriber Handoff tool

Work Step [25838]

Description: Review current Active orders on Order Profile/Transfer Reconciliation History

Comments: Ideally, the sending prescriber should always complete the transfer reconciliation (unless for ICU transfers).

To understand if a Transfer

Reconciliation has been completed by the sending prescriber, review the Reconciliation History section on the Order Profile.

If receiving prescriber needs to update Transfer Reconciliation at this time, click on the Reconciliation dropdown and select Transfer to update the order profile.

Work Step [25839]

Description: Place any appropriate new orders/order sets

Method: PowerOrders

Work Step [29702]

Description: Complete transfer documentation and Create Note; this would be a Consult Note

Comments: Consult Note serves as their first assessment of the patient and facilitates billing.

Work Step [29703]

Description: Complete transfer documentation and Create Note; this would be a Consult Note

Comments: Consult Note serves as their first assessment of the patient and facilitates billing.

Swim Lane:

Role(s): Bed Management [Custom]

Department(s):

Security Position(s):

Work Step [29533]

Description: Find patient on the Transfer list in CapMan

Comments: Take into consideration Patient Status, Order Details, and unit/ward

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census for patient placement

Off Page Reference [29640]

Workflow Link: Cap Management -NH and HDS: CareAware Patient Flow: Inpatient Transfer with Order

Decision [29656]

Description: Is Bed Available?

Work Step [29642]

Description: Target unit and coordinate bed assignment with charge nurse. Request for porter, if needed

Comments: Portering typically only applies to transferring patients from the ED and to the OR. Otherwise the sending unit moves the patient themselves after nursing handoff is completed.

Call charge nurse with appropriate receiving prescriber and when bed is ready.

System [29650]

Description: Patient's location updates to the new location.

Work Step [29673]

Description: Continue working on Bed Placement

Swim Lane:

Role(s): Transport Technician

Department(s):

Security Position(s):

System [29647]

Description: A job request is sent to porter services via a notification from a gadget.

Work Step [29648]

Description: Transport the patient

Work Step [29649]

Description: Completes job on mobile device

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Off Page Reference [29718]

Workflow Link: Cap Management - NH and HDS: CareAware Patient Flow: Patient Transport request

Off Page Reference [29721]

Workflow Link: Cap Management - NH: CareAware Patient Flow: Registration – Admit from ED

Swim Lane:

Role(s): Inpatient Nurse

Department(s):

Security Position(s): Nurse

Work Step [29709]

Description: Place the "Change MRP to" order if not already updated within the Transfer Patient order

Off Page Reference [29583]

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

Comments: Whoever is responsible for calling porter - confirm handover is given prior to calling.

Work Step [29584]

Description: Initiate planned order sets once patient is on their new unit

Method: PowerOrders

Off Page Reference [29585]

Workflow Link: INA - Inpatient Nursing - Foundational Nurse Overview (Ongoing Care)

Facilities:

Facility Name: Niagara Health System (All five acute hospitals)

Status: Pending Approval

Facility Cerner Owner:

Facility Client Owner:

Authorize Date:

Facility Comments: