



## Future State: Women and Babies - Acute - NICU/OB External Transfer

Cerner Workflow ID: Client Workflow ID: 1152

Last updated by Cynthia Skubel, Apr 26, 2024 3:39pm (UTC -4 hours)

**Workflow Details:**

Workflow Name: Women and Babies - Acute - NICU/OB External Transfer

Workflow State: Future State

Workstream: Discharge/Check Out

Venue: Acute Care

Client Owner: Dickey, Kelly

Cerner Owner: White, Meighan Kathryn Moore

Standard: Yes

Related Workflow(s):

Tags:

**Workflow Summary:**

Service Line:

Related Solution(s): Emergency Medicine

Project Name: Niagara Health System:OPT-0297674:NIAG\_CD Niagara HIS RFP

TestBuilder Script(s):

Cerner Workflow ID:

Client Workflow ID: 1152

Workflow Notes:

Introduced By: WS 7

Validated By: WS 8

**Swim Lane:**

Role(s): Provider

Department(s):

Security Position(s): Physician - Neonatology

**Start/Stop [3]**

Description: Patient requires services at an outside facility

**Decision [5]**

Description: Is patient critical?

**Work Step [6]**

Description: Document need for transfer and place consult order to referring service

**Decision [40]**

Description: Is the Patient returning from the LOA or is the patient being discharged ?

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**Work Step [41]**

Description: Leave of Absence (LOA) confirmed and place communication order for LOA indicating duration and applicable instructions

**Start/Stop [42]**

Description: Complete, print, and sign LOA DynDoc documentation

**Work Step [7]**

Description: Complete physician documentation and other required forms

**Work Step [8]**

Description: Handoff report to accepting physician. Patient then accepted to referring service.

**Work Step [4]**

Description: Notify charge nurse of pending transfer

**Work Step [37]**

Description: Place order for Consult to Criticall.

Comments: Physician to indicate mode of transportation.

**Work Step [47]**

Description: Complete applicable patient discharge process

**Swim Lane:**

Role(s): Ward Clerk [Custom]  
OB Ward Clerk [Custom]  
L&D Nurse  
NICU Nurse [Custom]

Department(s):

Security Position(s):

**System [19]**

Description: Receives request for consult order and notification

**Work Step [20]**

Description: Place consult to Criticall and document times on Phone Consult Powerform

**Work Step [21]**

Description: Applies for PTAC number

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Comments: Indicate applicable mode of transportation.

**Work Step** [22]

Description: Arranges appropriate patient transportation

**Work Step** [23]

Description: Prints required documentation and prepares transfer package

**Work Step** [91]

Description: If inpatient neonate on Ccap Neonatal Transport team will be dispatched for external cons/appt

**Start/Stop** [49]

Description: Staff is notified the Patient is going on LOA and opens Leave of Absence conversation

**Work Step** [57]

Description: Fill out Leave of Information and all required fields

**Decision** [58]

Description: Did the patient return from a leave or did the patient not return from a leave as expected?

Comments: If patient does not return from LOA for unforeseeable issues .  
Nursing to complete applicable discharge for appropriate solutions.

**Work Step** [61]

Description: Navigate to the Leave of Absence Worklist

**Work Step** [63]

Description: Find encounter and open the Leave of Absence Conversation

**Work Step** [64]

Description: Add the date patient returned in the "Return Date" field. Add any comments if needed.

**Work Step** [65]

Description: Select OK to close window. Select Save to close the Leave of Absence conversation.

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**System [66]**

Description: Patient falls off the Leave of Absence Worklist

**Work Step [67]**

Description: Navigate to the Leave of Absence Worklist

**Work Step [69]**

Description: Find Encounter and open the Discharge Encounter Conversation

**Work Step [70]**

Description: Select the Discharge Disposition of "Did not Return from pass/leave"

**Work Step [71]**

Description: Complete the Conversation

**Swim Lane:**Role(s): NICU Nurse [Custom]  
L&D Nurse

Department(s):

Security Position(s):

**Work Step [30]**

Description: Notified that transfer is pending

**Work Step [43]**

Description: Notify Registration/Unit Clerk of Pt's LOA status

**Off Page Reference [94]**

Workflow Link: Women and Babies - Acute - Inpatient Discharge

**Work Step [31]**

Description: Confirmation of accepting physician

**Work Step [32]**

Description: Give TOC to accepting facility nurse

**Work Step [108]**

Description: Return arranged by receiving facility

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**Swim Lane:**

Role(s): NICU Nurse [Custom]

Department(s):

Security Position(s):

**Work Step [86]**

Description: Notified that transfer is pending

**Start/Stop [87]**

Description: Inpatient neonate on Cpap Awaiting Neonatal Transport team for external cons/appt

**Off Page Reference [95]**

Workflow Link: Women and Babies - Acute - NICU - Discharge Process

**Work Step [88]**

Description: Confirmation of accepting physician

**Work Step [104]**

Description: Give TOC to accepting facility nurse

**Work Step [93]**

Description: Return arranged by receiving facility

**Facilities:**

Facility Name: St. Catharines

Status: Pending Approval

Facility Cerner Owner:

Facility Client Owner: Dickey, Kelly

Authorize Date:

Facility Comments: