



Mini Manual

Single sided

Theatres - PACU

PostOp – PACU Times

1 PostOp – PACU Times

Scenario: The patient has had their operation and has been transferred to PACU for recovery. The PACU nurse completes the documentation.

The following are mandatory fields:

- In Recovery
- Time Conscious At
- Pain Score on Waking
- PACU Receiving Nurse
- Ready for Discharge
- Discharge from Recovery

Step 1. Select the **PACU Times RUH** Segment.

In Recovery:

Step 2. Complete the time as required.

Time Conscious At:

Step 3. Complete the time as required.

Pain Score on Waking:

Step 4. Type in free text as required (for example, **8**).

PACU Receiving Nurse:

PostOp – PACU Times

Step 5. Type in <Surname, Firstname> and click on Binoculars (for example, **Matthews, E**).

Ready for Discharge:

Step 6. Enter the time as required.

Discharge from Recovery:

Complete the time as required

Caution: If the **PostOp Docs** are completed in real time the **Ready for Discharge** and **Discharge from Recovery** fields will need to be completed prior to finalising the documents. The red exclamation mark will remain until these fields have been completed.

Note: The information in this segment can be filled in real time or retrospectively dependent on patient care requirements.

Step 7. Click **Next** to save changes and continue to next segment, **PACU Breathing, Circulation, Pain Relief**.

Result: The **PACU Times RUH** segment is completed. A green tick appears next to the segment in the documentation window. You have moved onto the next segment.

Business Rules

1. All surgical trays, supplementaries and prepacks should be recorded on the Instrument Tray Details segment on the Intra Op Document using a hand held barcode scanner.
2. All Loan Equipment should be recorded on the Loan Equipment Details Segment on the Intra Op Document.

Business Rules

3. The Op Note must be written up using PowerChart/Millennium before the Patient leaves the Theatre Complex, and it must record a minimum of "Actual Procedure" and "Post Op Instructions".
4. The Op Note must be printed and attached to the Patient Notes.
5. The PreOp, IntraOp and PostOp Summaries must be printed, and a copy of each attached to the Patient Notes, and a physical signature on each paper document is mandatory.
6. The WHO Checklist must be completed for each case.
7. All People present in Theatre must be recorded.
8. Timings should be documented accurately.
9. If a Surginet patient record is locked by another member of Staff, it should only be unlocked with agreement from the lock holder.
10. The preloading of patient data onto Surginet should only happen while the patient is in the Anesthetic Room and only when the procedure is definitely going ahead.
11. Perioperative Documents must be finalised.
12. Every Patient episode in theatre must be documented in Surginet.

1. Please contact your local Champion User
2. Theatres' Surginet Team - Tel: 01225 82 5069
3. Service Desk
 - a. Tel: 01225 82 5444
 - b. Email: ruh-tr.ITServiceDesk@nhs.net
4. Self Service Call Logging via Intranet



Bringing it all together