PostOp – PACU All staff involved

Relief Reason is a non-mandatory field.

Select the PACU All Staff Involved segment.

Search for the appropriate clinical staff member

Select from drop down as required (for example,

Leave blank unless this member of staff is

Click **Add** to add a new entry to the table (Click

Repeat the previous steps to enter additional staff

Click Next to save changes and to continue with

The PACU All Staff Involved RUH segment is completed. A green tick *state* appears next to the

segment in the documentation window.

relieving a different member of staff

Modify to change the selected entry).

using the **Binoculars M**icon (for example,

PostOp - PACU All Staff Involved

1

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Step 1.

Step 2.

Step 3.

Step 4.

Step 5.

Step 6.

Step 7.

Step 8.

Step 9.

Result:

The following are mandatory fields:

Role Performed

Patient Care Start

Patient Care Stop

PACU Staff:

Jones, A)

Role Performed:

PACU Practitioner)

Enter time as required

Enter time as required

members as required.

the next segment.

Patient Care Start:

Patient Care Stop:

Relief Reason:

PACU Staff

Page 1

Page 3

Business rules

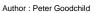
Business Rules

- 1. All surgical trays, supplementary and prepacks should be recorded on the Instrument Trav 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.
- 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.

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Bringing it all togethe

- 11. Perioperative Documents must be finalised.
- 12. Every Patient episode in theatre must be documented in Surginet.



RUH



Mini Manual **Single sided**

Theatres - PACU

Support available through the following options:

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