

## Adult Intake Nursing Workflow for ED Observation Nurses

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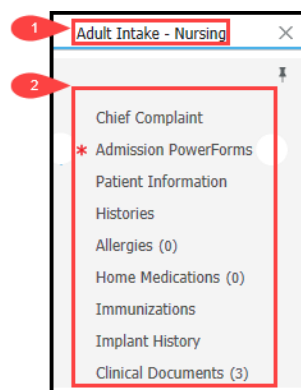
Upon admission of a **patient**, utilize the **Adult Intake Nursing Workflow** to complete the required items:

1. Documentation of Admission PowerForms:
  - a. Admission-Profile
  - b. Fall Risk Assessment
  - c. Admit Note
  - d. Plan of Care
  - e. Belongings
  - f. Emergency Contact Information
  - g. Patient Care Alerts
2. Clinical reconciliation of **PAMI** (**P**roblems/**H**istories, **A**llergies, Home **M**edications & **I**mmunizations).

### Observation Patient Intake Workflow

Follow the steps below for completing the **Adult Intake Nursing Workflow**:

1. Select **Adult Intake-Nursing** workflow from the Nurse View.
2. Work from top to bottom of the workflow, progressing through each component in the navigator.



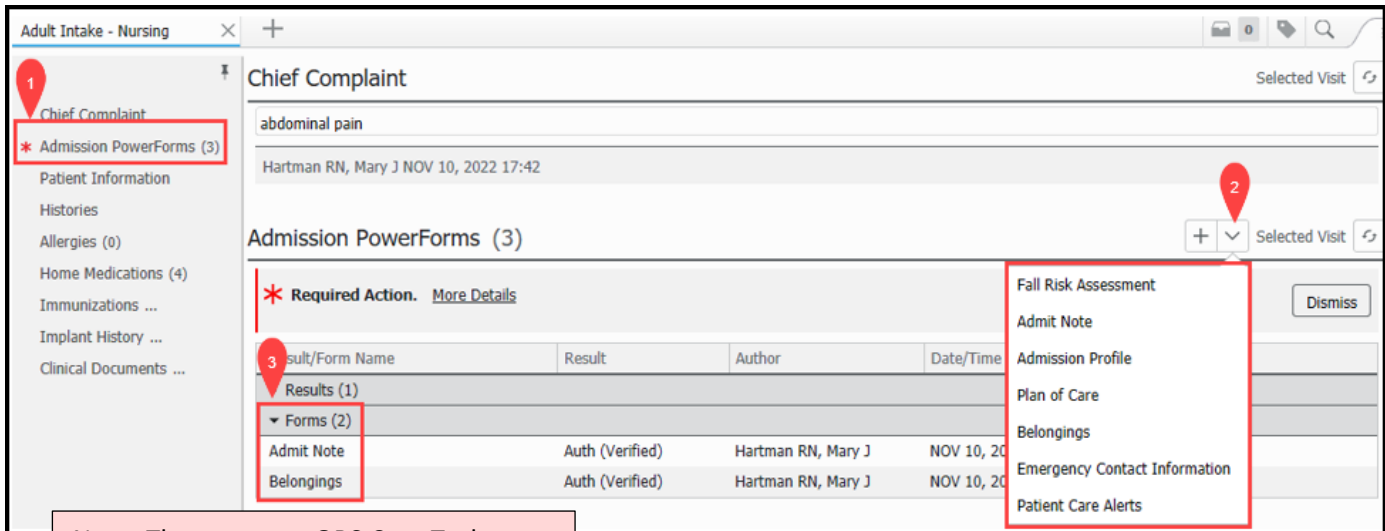
### Chief Complaint

Information from the Admission Health Assessment (AHA), Admission Profile (AP), ED Triage from ED or Urgent Care populate this section.

1. Nurses can enter or modify the Chief Complaint. **Sign** is required after entering/modifying information.

## Admission PowerForms

- Red asterisk indicates required Admission PowerForm documentation.
  - Once the necessary forms are completed by the nurse the \* will be replaced with a ✓.
- Required Admission PowerForms documentation displays in the drop down.
- Completed documentation appears in the **Forms** section.

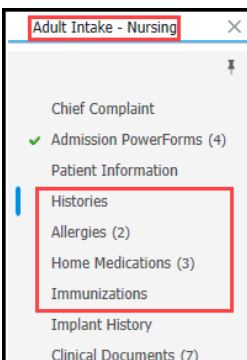


Note: The accept to OBS Care Task satisfies the Admit Note requirement.

## Patient Information

Information from various forms within the patient’s EHR record populates the Patient Information section- **no action required.**

## Clinical Reconciliation of PAMI



Continue using the navigator to complete required reconciliation of PAMI:

- **Problems/Histories**
- **Allergies**
- **Home Medications**
- **Immunizations**

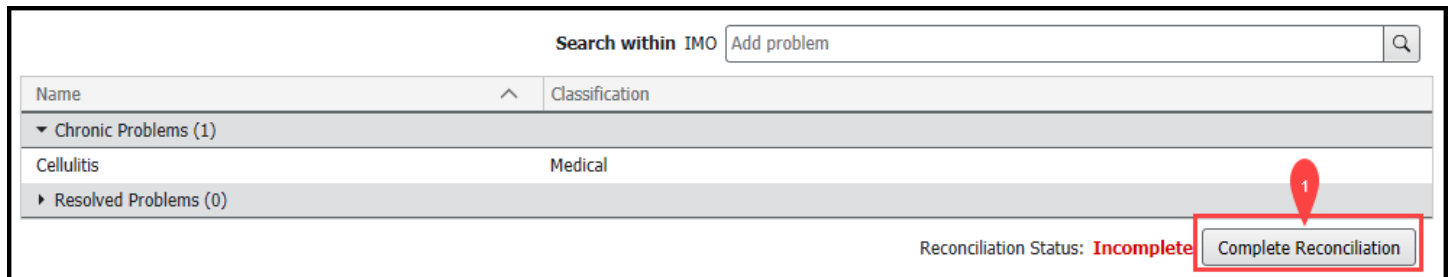
Note: Clinical Reconciliation of PAMI

- Reconciliation is required upon admission for patients of all patient status types such as inpatients, outpatient observation and outpatient extended stay.
- Outside records (external sources) such as CCDs (Continuity of Care documents) will automatically come into the chart.

## Problems/Histories

**Purple diamond** icons indicate outside records/sources are present and should be reconciled or verified.

- When **no outside records** (purple diamonds) are present, click **Complete Reconciliation**.

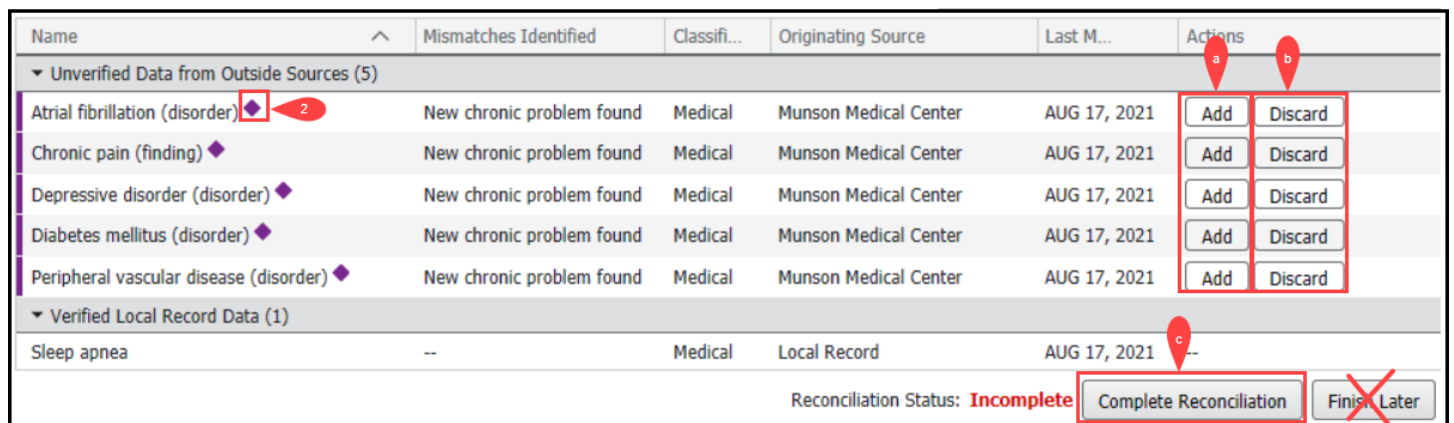


Search within IMO

Name	Classification
Chronic Problems (1)	
Cellulitis	Medical
Resolved Problems (0)	

Reconciliation Status: **Incomplete** Complete Reconciliation

- When outside records (purple diamonds) are present. Ask the patient/family about each problem, then click:
  - Add** will add the problem to the local record.
  - Discard** will remove the problem from the list.
  - Click **Complete Reconciliation**.



Name	Mismatches Identified	Classifi...	Originating Source	Last M...	Actions
Unverified Data from Outside Sources (5)					
Atrial fibrillation (disorder) ◆	New chronic problem found	Medical	Munson Medical Center	AUG 17, 2021	<span style="border: 1px solid red; padding: 2px;">Add</span> <span style="border: 1px solid red; padding: 2px;">Discard</span>
Chronic pain (finding) ◆	New chronic problem found	Medical	Munson Medical Center	AUG 17, 2021	<span style="border: 1px solid red; padding: 2px;">Add</span> <span style="border: 1px solid red; padding: 2px;">Discard</span>
Depressive disorder (disorder) ◆	New chronic problem found	Medical	Munson Medical Center	AUG 17, 2021	<span style="border: 1px solid red; padding: 2px;">Add</span> <span style="border: 1px solid red; padding: 2px;">Discard</span>
Diabetes mellitus (disorder) ◆	New chronic problem found	Medical	Munson Medical Center	AUG 17, 2021	<span style="border: 1px solid red; padding: 2px;">Add</span> <span style="border: 1px solid red; padding: 2px;">Discard</span>
Peripheral vascular disease (disorder) ◆	New chronic problem found	Medical	Munson Medical Center	AUG 17, 2021	<span style="border: 1px solid red; padding: 2px;">Add</span> <span style="border: 1px solid red; padding: 2px;">Discard</span>
Verified Local Record Data (1)					
Sleep apnea	--	Medical	Local Record	AUG 17, 2021	<span style="border: 1px solid red; padding: 2px;">Complete Reconciliation</span> <span style="border: 1px solid red; padding: 2px; opacity: 0.5;">Finish Later</span>

Reconciliation Status: **Incomplete**

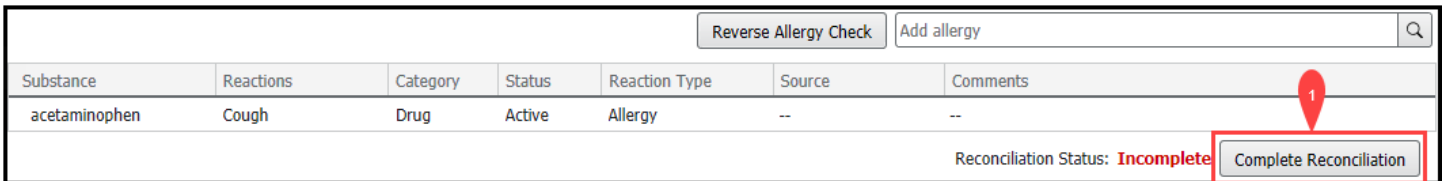
Note:

- **Never use Finish Later**
- Leave any problems (purple diamonds) the patient is not certain of.
- Ultimately providers determine the Problem List; nurses create a list for the providers' review.

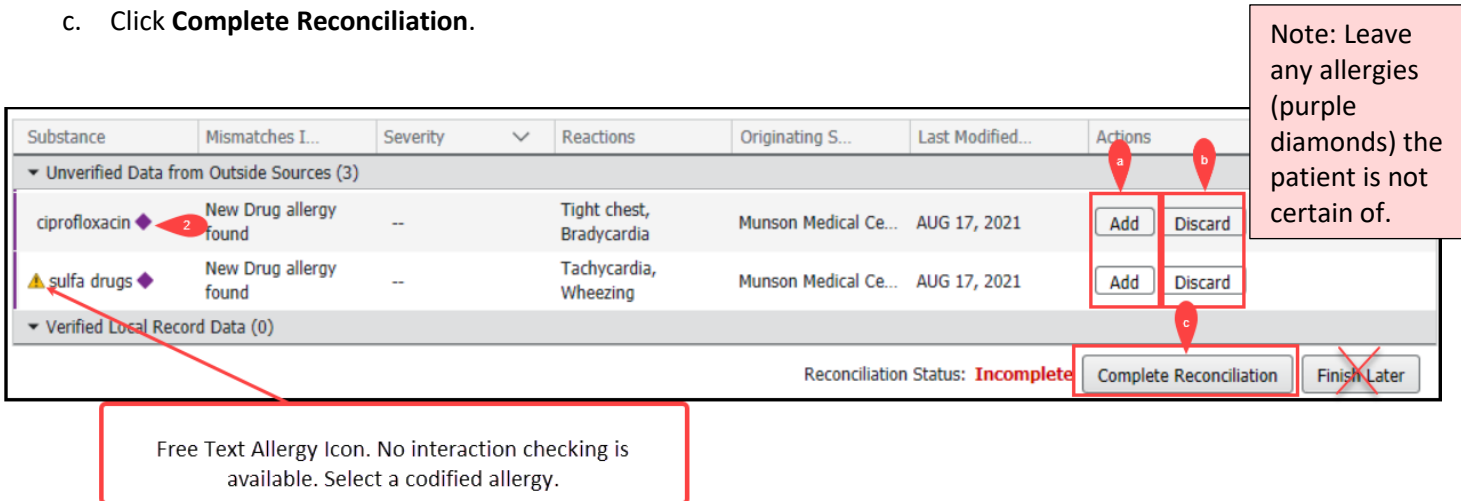
## Allergies

**Purple diamond** icons indicate outside records are present and should be reconciled or verified.

1. When **no outside records** (purple diamonds) are present, **review local record allergies and reactions**, click **Complete Reconciliation**.



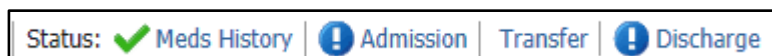
2. When outside records (purple diamonds) are present ask the patient/family about each allergy, then click:
  - a. **Add** will add the allergy.
  - b. **Discard** will remove the allergy if not accurate or is an exact duplicate of an allergy in the local record.
  - c. Click **Complete Reconciliation**.



3. Patient has new allergies not listed. User needs to follow allergy entry process:
  - a. Always select a coded allergy option instead of a 'free text' option. (For additional details regarding allergy entry visit Clinical EHR Education > Online Courses).

## Home Medications

1. If the Reconciliation Status bar displays a green checkmark, reconciliation has been completed-**no action required**.



2. If medication reconciliation has not been completed, review the home medications with the patient, and click Complete History.

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- a. New, changed and/or completed medications need to be entered following the medication by history process. (For additional details regarding home medication entry, Clinical EHR Education > Online Courses).

### Immunizations

1. No outside records (no purple diamond icons) - **no action required**.
2. Outside records (purple diamonds) are present. Ask the patient/family if patient has received the vaccine, then click:
  - a. **Add** will enter the vaccine to the local record.
  - b. **Discard** will remove the vaccine from the list.

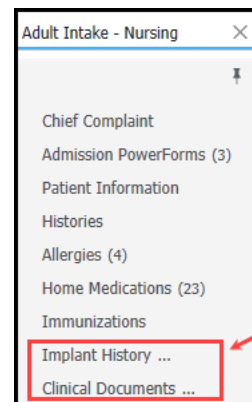
Note: Leave any immunizations (purple diamonds) the patient is not certain of.

Vaccine	Mismatches Identified	Admi...	Originating Source	Last...	Last Action Date	Actions
◆ You are viewing unverified data from outside sources. Clinical Decision Support is not available until data is added.						
▼ Unverified Data from Outside Sources (1)						
tetanus/diphth/pertuss.	◆ 2	immunization found	--	Munson Medical Center	Administered MAY 26, 2021	<b>Add</b> <b>Discard</b>
▼ Verified Local Record Data (1)						
COVID-19	--	1	Local Record	--	Administered AUG 13, 2021 (50vrs 11m)	--

### Implant History

The Implant History component is for viewing only-**no action required**.

- To make additions/modifications to this section go to Histories on the blue menu.



Viewing Only Components-**no action required**

### Clinical Documents

The Clinical Documents component is for viewing only-**no action required**.