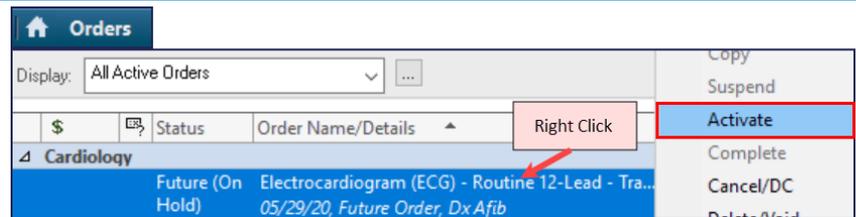


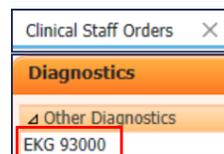
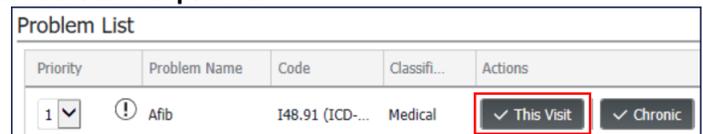
Entering the EKG order

1. Navigate to Orders in PowerChart and locate the correct future EKG order.
2. Right click on the EKG order and select Activate.
3. Click 
4. Click 

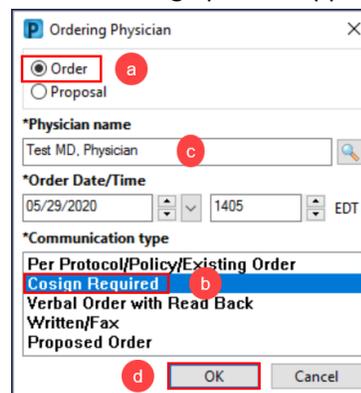


If patient does not have an existing future EKG order, and an order needs placed:

1. Navigate to Problem List on Ambulatory Workflow and select the appropriate diagnosis as This Visit.
2. Go to the Quick orders tab and select EKG 93000.
3. Click on the Orders for Signature. 
4. Associate a diagnosis to the order and click Sign.



5. Determine if the patient meets criteria to place the order as Cosign per the approved standing order. If they do meet the criteria:
 - a. Select Order.
 - b. Communication Type: Cosign Required.
 - c. Enter the ordering provider's name.
 - d. Click OK.

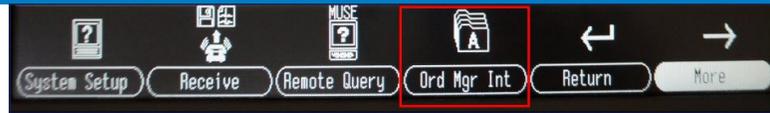


- If patient does not meet criteria for a standing order EKG, enter EKG order as a proposed order. In Ordering Physician Box, select Proposal, Communication Type: Proposed Order.

(You will have to wait for the provider to accept the proposed order before you can act on the order and perform the EKG.)

Loading the EKG on the EKG cart

1. Select Order Mgr Int.

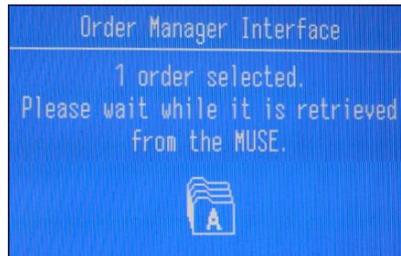


2. Select Load Orders.



3. Click Enter.

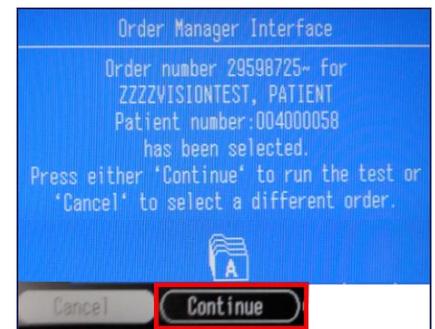
4. You will see a Please wait message.



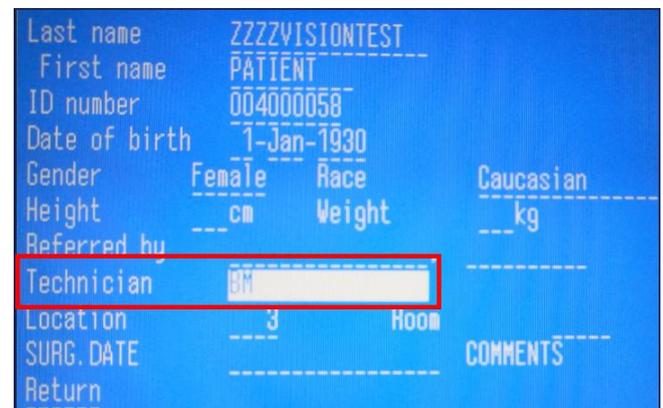
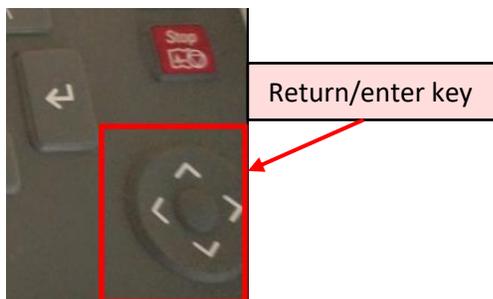
5. Wait for the order to be retrieved. Highlight the correct patient and select Load Orders.



6. A message will appear with the patient's order information. Verify that this is the correct patient and if so, select Continue.

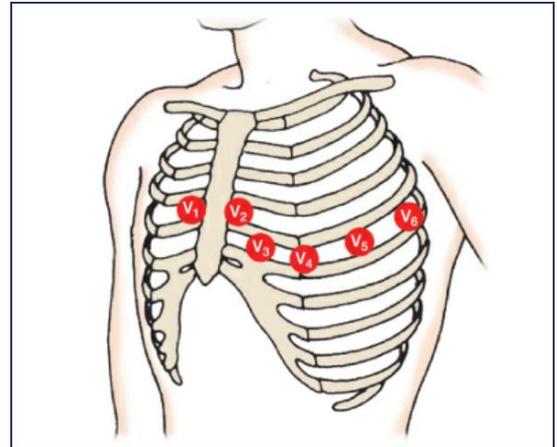


7. Confirm the patient's information and enter your user number or initials (follow your practice's guidelines). Press the return/enter key to move through the fields. Select return once all information is entered.



Performing the EKG

1. Perform hand hygiene.
2. Put on gloves, as needed.
3. Explain the procedure to the patient and family (if appropriate) according to their individual communication and learning needs.
4. Raise the patient's bed to waist level before providing patient care.
5. Assist the patient to a supine position in the center of the bed, with the arms at the patient's sides.
6. Expose the patient's chest, arms, and legs, and then cover the patient with a blanket or sheet if needed.
7. Select the electrode sites on the patient.
8. Clip excessive hair at the electrode sites using disposable hair clippers, if necessary.
9. Clean the electrode sites using alcohol wipes.
10. Apply disposable pre-gelled electrodes.
11. Apply the limb leads to the patient's inside forearm and to the medial aspects of the ankles or calves.
12. Apply the chest electrodes as follows:
 - a. V1: Fourth intercostal space at the right border of the sternum
 - b. V2: Fourth intercostal space at the left border of the sternum
 - c. V3: Halfway between V2 and V4
 - d. V4: Fifth intercostal space at the left midclavicular line
 - e. V5: In the horizontal plane of V4 at the anterior axillary line (or halfway between V4 and V6, if the anterior axillary line is ambiguous)
 - f. V6: In the horizontal plane of V4 at the midaxillary line
13. Connect the lead wires to the electrodes.
14. Instruct the patient to relax and breathe normally. If the patient's respirations distort the ECG recording, instruct the patient to hold their breath briefly to help reduce baseline wander in the tracing.



15. Watch for a clear rhythm and start EKG by pushing the EKG/EKG button  on the keyboard of the EKG Cart.
16. The screen will show a preview of the EKG recorded. To accept this one, select Continue. This will print a paper copy of the EKG.



 - a. To cancel and get a different EKG, select Cancel. Then press the EKG/EKG button to obtain another EKG.
17. Remove the electrodes and clean the patient's skin.
18. Return the patient's bed to the lowest position.
19. Remove and discard your gloves, if worn.
20. Perform hand hygiene.
21. Clean, disinfect, and prepare the equipment for future use, if necessary.
22. Perform hand hygiene.

Completing an EKG/ECG for Clinical Staff

Cerner Ambulatory JOB AID

Transmitting the EKG

1. Select File Manager on the EKG cart screen.



2. File Manager will populate all of the studies that have not been transmitted to MUSE. Click Select.



3. Highlight the correct patient and click Transmit.



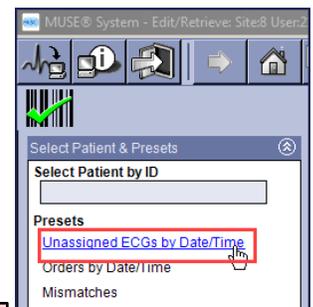
4. A message will appear stating "Transmitting file and then Terminating Network Connection Please Wait". When complete, the pop up will disappear and the EKG will now be available in MUSE.

MUSE

1. Open MUSE from Citrix and log in.



2. If the list of patients does not come up automatically, click on Unassigned ECGs by Date/Time.



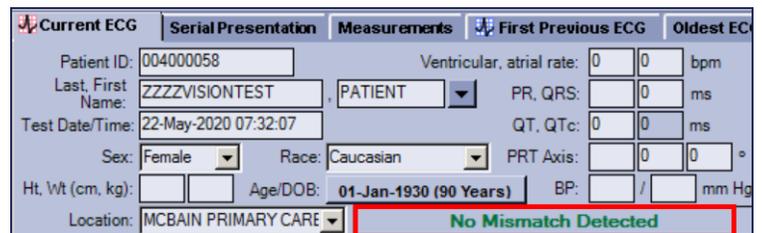
3. Find the correct patient and double click on the name to open the EKG.

Edit List by Test Date/Time 1 Items Matching McBain Primary Care ECGs						
Date/Time	Patient ID	Name	Order Number	Visit Number	Test Type	Status
May-22 07:32	004000058	ZZZVISIONTEST, PATIENT	2959872575	A0054527485	ECG	Newly Acquired

Double click to open EKG

4. Verify that it shows "No Mismatch Detected."

- a. If there is a Mismatch Detected, the Mismatch needs corrected before proceeding.



5. Click on Ordering Physician. Verify that the correct provider's name is entered along with a User ID number.

- a. If the User ID number is not present, click search to search for the number and click OK to enter the number.

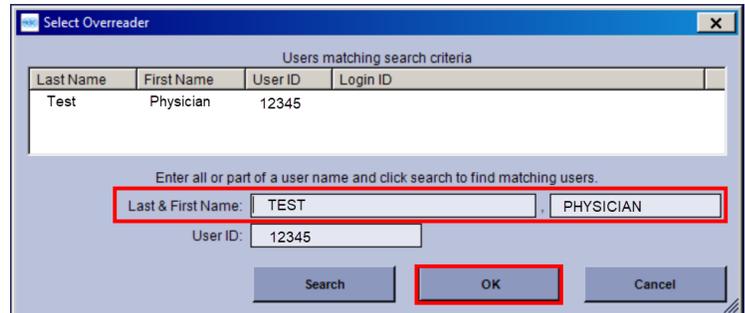
Referring Phys:	
Ordering Phys:	TEST, PHYSICIAN
Acquiring Tech:	BM
Test Reason:	



6. On the bottom bar, click on No Overreader or Overreader.



7. Enter in the Reading Provider's Name and click OK. (This will route the EKG to that provider's inbox in MUSE to read).



8. Once all information is entered, click on Demographics Complete.

