island health | **IHealth**

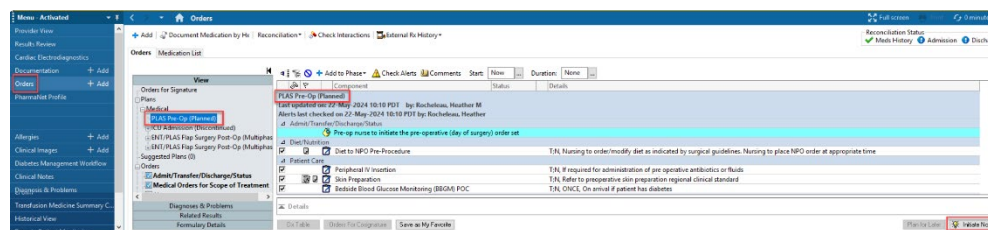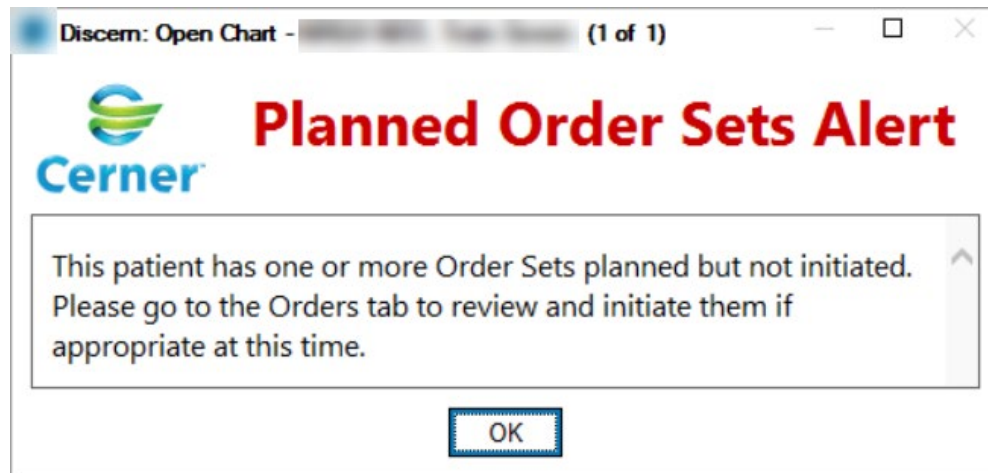## RJH Daily Key Messages Day: 24

Attention: RJH Clinicians, Physicians, Midwives, and support staff.

PRACTICE REMINDERS

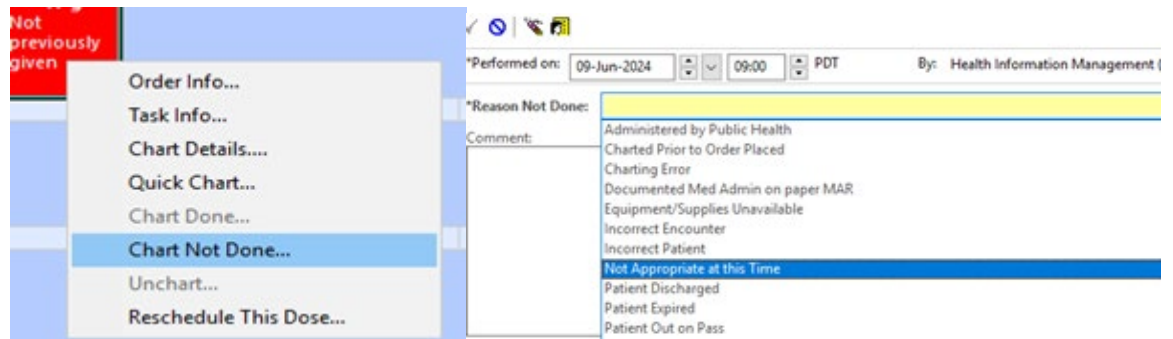| Initiating a Planned Order Set	Providers may prepare an order set and place it in a Planned state. Opening the chart of a patient with a planned order set will display an alert.
	What we heard: Planned Order Sets are not being actioned upon.
	What you need to know: Providers may enter an order set in the Electronic Health Record and place it in a planned state. Nurses can Initiate the order set in accordance with unit guidelines and protocols, or the ordering provider direction.
	A Cosign is not required because the provider has pre-selected the order in advance. Nurses should not modify any selections within a planned order set without contacting the provider.

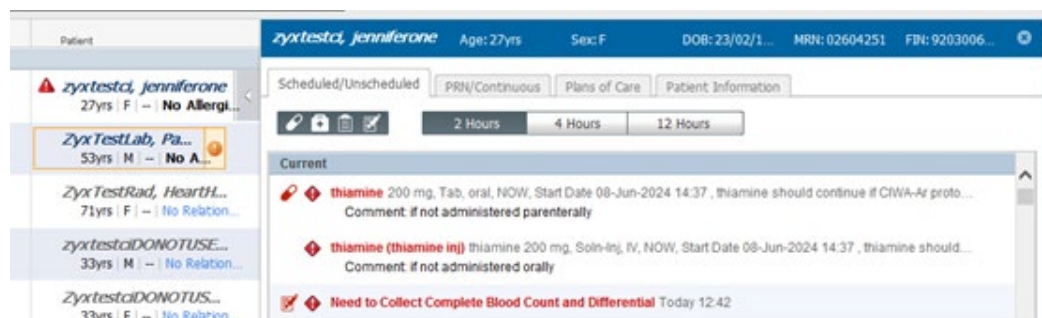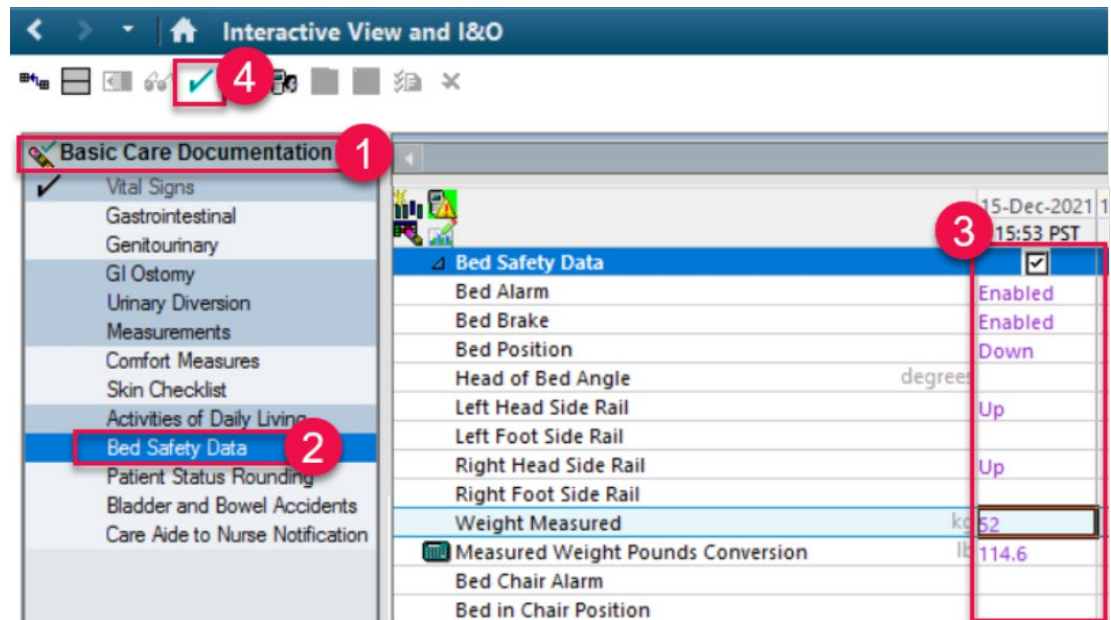|	
	Follow provider direction or unit guidelines to initiate a planned order set What they need to do: Check for planned order sets throughout your shift and seek clarity if unsure when to initiate the plan. **For support with managing Planned Order Sets, review the following link on the wiki:** Initiating a Planned Order Set (Fully Activated Sites) - Island Health - Cerner Wiki
Clearing Overdue Tasks	**What we heard:** Tasks are not always being completed and are being left for the next shift to manage. **What you need to know:** Overdue medication tasks should be cleared by the nurse by the end of their shift by marking the tasks as Not Done with a reason of *not appropriate at this time*. This will clear overdue medication tasks from CareCompass: Review tasks periodically throughout your shift to keep them as current as possible. Prior to shift handover, please review CareCompass to ensure all tasks have been completed and cleared as appropriate. **For support with managing tasks, review the following link on the wiki:** Using the Single Patient Task List (Fully Activated Sites) Reviewing and Completing **Tasks** From CareCompass

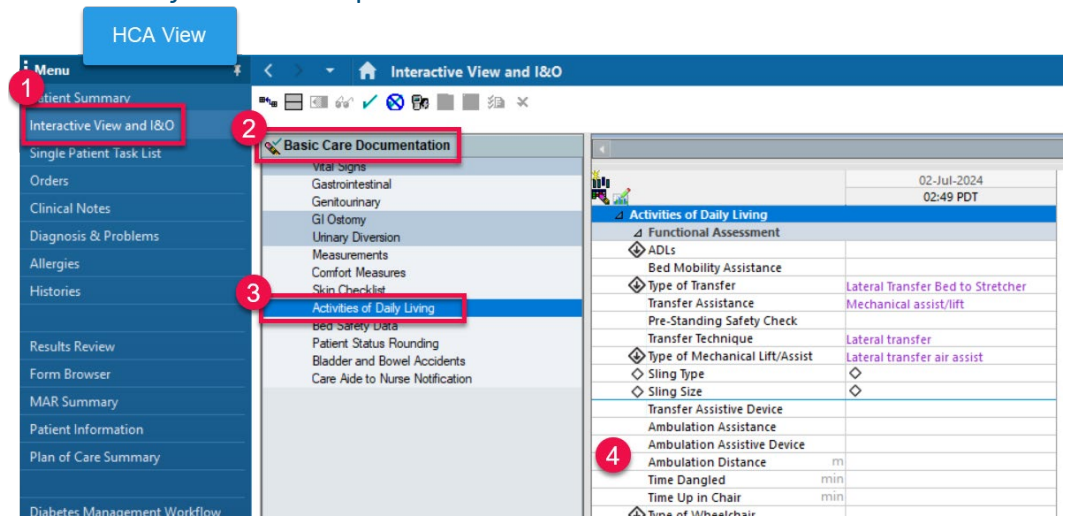|	
HCA Documentation	HCAs are still encouraged to document care tasks and notifications to nursing.
	What we heard: Some HCAs are uncertain where to document some care details with in the EHR.
	What you need to know: Most HCA documentation is done within Interactive View.
	What you need to do: Use the *Basic Care Documentation* to see the various components that are available to document. Add the time column for your documentation, and document in all relevant fields. Your documentation appears as purple text, and becomes black once the documentation is signed.
	💡 **TIP:** "Hovermatt" documentation is done under *Activities of Daily Living*. Use the *Lateral transfer air assist* option to document the use of a hovermatt.

	For support with HCA documentation, review the following links on the wiki:
	Documenting in Interactive View (HCA)
	Documenting Intake and Output (HCA)
	Care Aide to Nurse Notification (HCA)

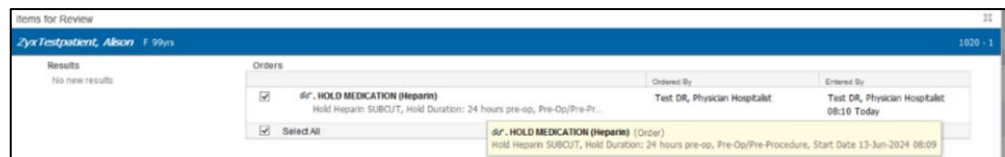# CPOE TIPS & TRICKS

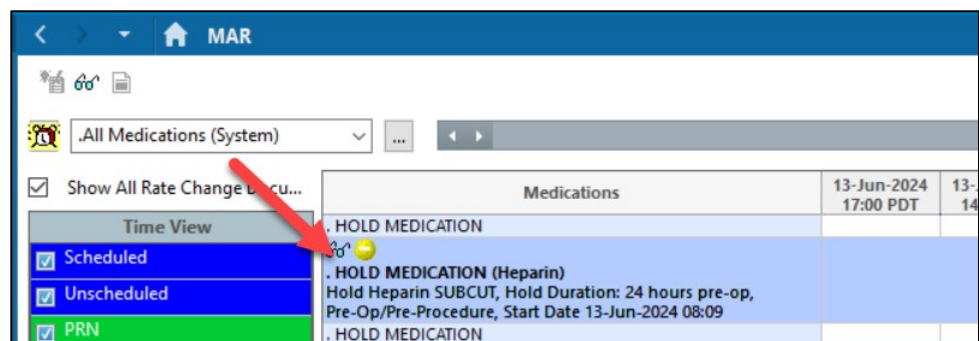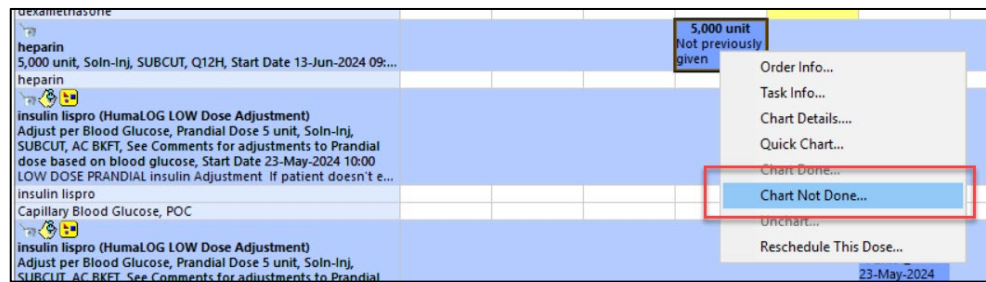| **Holding Medications**	**What we heard:** Clarity around the process for holding medication(s) pre-procedure or pre-operative is required.
	What you need to know:
	<u>Providers</u> will place the .HOLD Medication order to hold medication(s) when necessary. This order may include information on holding/resuming the medication.
	<u>Nurses</u> will manage the tasks associated with the medication to be held.
	What you need to do: The .HOLD Medication order will show as a new order in CareCompass and the Orders profile.
	The .HOLD Medication order displays at the top of the MAR.
	Note: There are no tasks associated with the .HOLD order. It only serves to communicate the need to hold a scheduled or PRN medication.

Note: Do not change the MAR settings as this will move the .HOLD order from the top of the MAR.
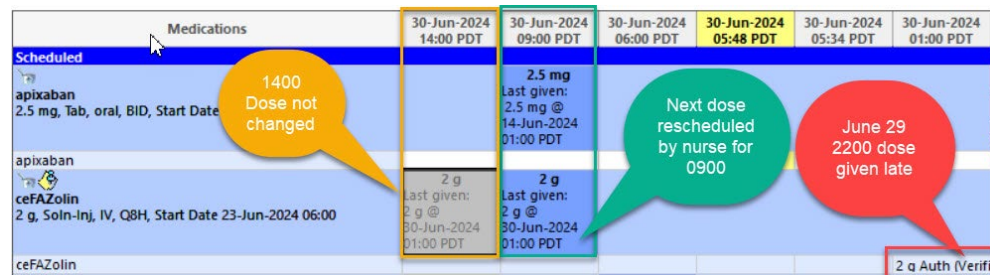
The .HOLD Medication order does not display in the MAW. This is why it is critical to follow the approved med administration workflows of reviewing the MAR and then using the MAW to administer medications.

When you see a .HOLD Medication order (e.g. To hold an anticoagulant pre-op) you will need to manage the MAR tasks related to that medication by marking them as **Not Done**. This will ensure the medication is not administered when it should not be.
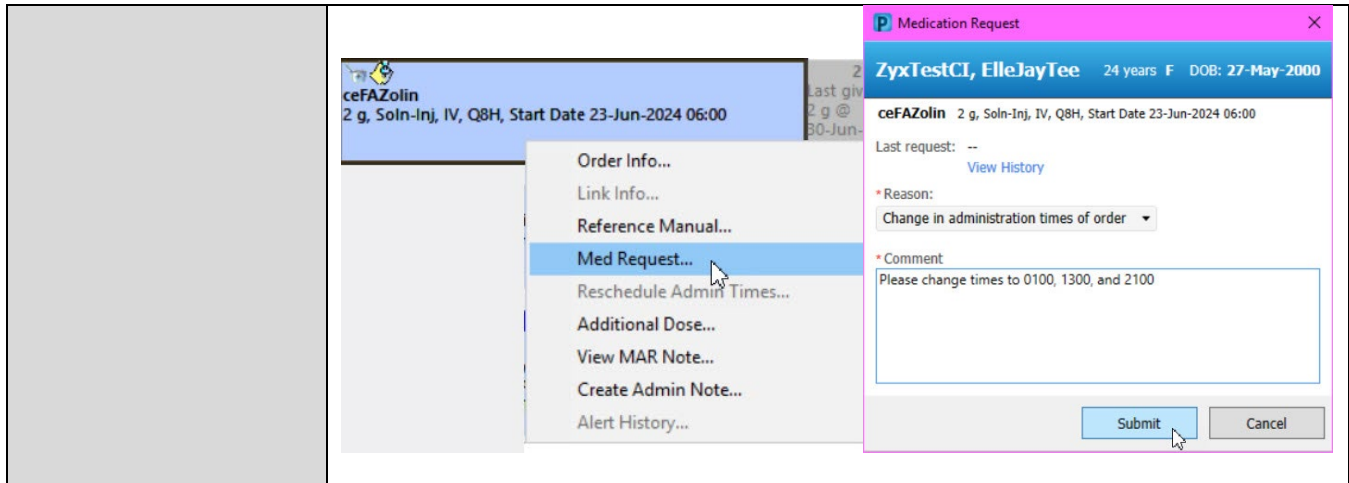

Rescheduling Medication Doses	**What we heard:** Medication doses are showing up at the wrong scheduled time.

What you need to know: Rescheduling a single dose of a medication **does not** change the times of the subsequent doses.

What you need to do: If you need to reschedule *all* doses of medication, send a Med Request to pharmacy to change the times.

Right-click on the medication details in the MAR to find the Med Request, then fill in the details.

If you have feedback for us, please email IHealth@islandhealth.ca

FURTHER INFORMATION ON IHEALTH

Trying to remember what was in a previous Summary or Need an Update on IHealth?

Check out the following links:

Where Did I Read That?
https://intranet.islandhealth.ca/ihealth/Pages/activation-1b.aspx

IHealth Intranet Homepage
https://intranet.islandhealth.ca/ihealth/Pages/default.aspx