

## Scheduling/Surgical Procedures

### Scheduling/Surgical Procedures Classification on Orders Page

#### Inpatient Orders for Ambulatory Departments

To place an order for your inpatient to have an appointment with an ambulatory service within the hospital, you would;

- verbally request the ward clerks to call and make that appointment.(as you would today)

- scheduling clerk will then book the appointment.

- the appointment will display in the Orders page under the classification of **“Unspecified”** with the status of **Future (On Hold)**

		(Asthma Education Program Consult) Date of Procedure		
[-] Scheduling				
[-] Unspecified				
	2013-Jun-17 08:19	Future (On Hold)	Event Recorder - Inpatient - Appt	2013-Jun-17 08:00, SO
	2013-Jun-14 08:43	Future (On Hold)	District West Stroke Off Site Visit - Appt	2013-Jun-19 08:00, ST
	2013-Jun-14 08:38	Future (On Hold)	Inpatient COPD Education - Appt	2013-Jun-18 13:00, SO
	2013-Jun-14 08:36	Future (On Hold)	Consult Orthopedics - Appt	2013-Jun-18 07:35, Pai
[-] Continuous Infusions				

When the patient arrives for the procedure;

- the Scheduling Clerk will “Check In” the patient

- the appointment will now display under the classification of **“Inpatient”** with **Ordered** as the status indicating that the requested procedure was done.

[-] Scheduling				
[-] Inpatient	2013-Jun-17 08:31	Ordered	Event Recorder - Inpatient - Appt	2013-Jun-17 08:00, SOB
[-] Unspecified				
	2013-Jun-14 08:43	Future (On Hold)	District West Stroke Off Site Visit - Appt	2013-Jun-19 08:00, STrok
	2013-Jun-14 08:38	Future (On Hold)	Inpatient COPD Education - Appt	2013-Jun-18 13:00, SOB
	2013-Jun-14 08:36	Future (On Hold)	Consult Orthopedics - Appt	2013-Jun-18 07:35, Painfi

A Surgical Procedure your patient is booked for will also show here under **“Surgical Procedures”**.

[-] Surgical Procedures				
[-] Unspecified	2013-Jun-27 14:03	Future (On Hold)	Breast Biopsy OR	

- The appointment will display in the Orders page under the classification of **“Unspecified”** with the status of **Future (On Hold)**

- After the patient is checked in ,the appointment will display under the classification of **“Inpatient”** with **Ordered** as the status indicating that the requested procedure was done.

- **Note: These appointments will cross encounters**