Opening Patient's Chart

Open case by double clicking on the patient's name in the Case Selection Window.

• Your patient's name and basic information will display in the patient banner highlighted in blue.

If the case is booked as an emergency using Surgical Case Manager, you will be prompted to check in the patient' The nurse should ensure the correct encounter type is selected

Case Information		
Case Number:	PCHOR-2018-332	
Primary Surgeon:	Profitt, Allen W, MD	
Primary Procedure:	Appendectomy	
Encounter Informatio	n	
Admission Date:		
Discharge Date:		
Encounter Type:	Emergency	
Encounter Status:	Active	
Medical Record Number:	324234234	
FIN Nbr:	05087847	
Facility:	PCH	
Room/Bed:	<n a="">/<n a=""></n></n>	
Visit Reason:	test	
Visit Reason:	test	

If the wrong encounter is selected you need to click on the Re-select button

Case Information Case Number:	QEHOR-2018-1757	7	
Primary Surgeon:	Bannon, David J, M	1D	
Primary Procedure:	Cholecystectomy E	xp CBD Op Cholangi	ogram
Encounter Information	1		
Admission Date:	2018-Feb-20	Encounter	Incorrect
Discharge Date:		Encountern	inconcer
Encounter Type:	Pharmacy \star		
Encounter Status:	Active		
Medical Record Number:	888000574		
FIN Nbr:	05087765		
Facility:	QEH		
Room/Bed:	<n a="">/<n a=""></n></n>		Click "Po
Visit Reason:	TEST		
			Select

IN NBR	Enc Type	Enc Type(s)	Med Service	Facility	Reg Date	Disch Date	Removal Date	
03393287	Specimen		Lab	KCMH	2014-Dec-11 09:56	2014-Dec-11 23:59		
03374845	Specimen		Lab	QEH	2014-Nov-28 11:38	2014-Nov-28 23:59		
03342163			· ·	QEH	2014-Nov-05 13:35	2014-Nov-05 23:59		
03319456	Check	Encounter	number on braclet to	QEH	2014-Oct-21 14:05	2014-Oct-21 20:03		
03312651		Encoun	iter number	QEH	2014-Oct-16 11:29	2014-Oct-16 23:59		
03156987			230	QEH	2014-Jun-27 14:49	2014-Jun-27 23:59		
02669525	Inpatient		General Medicine	QEH	2013-Jul-15 15:15	2013-Sep-05 13:54		
02627026	Specimen		Lab	QEH	2013-Jun-14 13:07	2013-Jun-14 23:59		
02625410	Sperimen		Lab	CHO	2013-Jun-13 14:27	2013-Jun-13 23:59		
02585055	AM8/0P		Nursing/Physician Care Suite	WH	2013-May-17 12:07	2013-May-17 23:59		
02541846	Specimen		Lab	PCH	2013-Apr-19 09:09	2013-Apr-19 23:59		
02422218	pecimen		Pathology	QEH	2013-Jan-24 09:06	2013-Jan-24 23:59		
02389443	AMB/OP		Lab	QEH	2013-Jan-02 15:37	2013-Jan-02 23:59		
0321325	Preadmit		Transcribed Document	QEH				
03367640	Preadmit		District/Provincial Stroke Rehab	PCH	Cli	ck "OK"		
04897600	Emergency		Emergency Medicine	QEH				
048 829	Emergency		Emergency Medicine	QEH				
04897848	Emergency		Emergency Medicine	QEH		2017-Oct-16 11:14		
05087979	Preadmit		Surgery-General	PCH		2018-Apr-26 23:59		

The encounter number should match the encounter number on the patient's bracelet.

After you have clicked Ok, a screen may populate with the following information. This message means the encounter was successfully changed. Click OK

_	Encounter Changed		Error message may populate
	Surgical Encounter does not match Charted Encounter. Please refer to your policies and procedures	esia Typ	to continue Click "OK"
	ОК		

Note:

- **Registration Issue** Registration clerk has registered patient to the wrong location. (Registration can fix this)
- **OR procedure booked to wrong encounter** (hospital visit). Booking needs to fix this. If the Booking Clerk is not available call Service Centre and have the issue escalated to CIS staff, so they can deal with the issue immediately

When the chart opens you will see two differences

• The banner bar contains the encounter number

ARO:
ed ** ENC:05087900

The Menu bar(Navigator bar) has two additional tabs specific for Surgical Services



The Perioperative Doc tab contains all document types associated with this case.

