

ED – CLERICAL DISCHARGE

1.

When FirstNet launches, ensure that you are on the Emergency Department tab, located on the toolbar.

MRN	Name	Age	Reason for Visit	DR	RN	LOS (Check-in)	LOS (Encounter)	Checkin Time	Checkout Time	Comment	Discharge Method
511219	BOOTH, ROBERT	74 y	Abdominal Pain			16:29	7820:38	25/Jan/2018 14:26	26/Jan/2018 06:55		Ward - physical ward bed
511117	CAMPONI, ERIC	91 y	Abdominal Pain			17:56	7822:11	25/Jan/2018 12:53	26/Jan/2018 06:49		Ward - physical ward bed
511115	FERGUSON, GARETH	91 y	Abdominal Pain			17:56	7822:13	25/Jan/2018 12:51	26/Jan/2018 06:47		Ward - physical ward bed
511113	HAINING, DANIEL	91 y	Abdominal Pain			17:57	7822:15	25/Jan/2018 12:49	26/Jan/2018 06:46		Ward - physical ward bed
511223	HARTLEY, ANTHONY	74 y	Abdominal Pain			16:28	7820:30	25/Jan/2018 14:34	26/Jan/2018 07:02		Ward - physical ward bed
511224	KAYE, HANNAH	74 y	Abdominal Pain			16:29	7820:29	25/Jan/2018 14:35	26/Jan/2018 07:04		Ward - physical ward bed
511120	LABADZ, GEOFFREY	91 y	Abdominal Pain			17:57	7822:17	25/Jan/2018 12:47	26/Jan/2018 06:44		Ward - physical ward bed
511220	LEE, MATTHEW	74 y	Abdominal Pain			16:29	7820:36	25/Jan/2018 14:28	26/Jan/2018 06:57		Ward - physical ward bed
511122	O'CONNOR, JOHN	91 y	Abdominal Pain			16:31	7820:41	25/Jan/2018 14:23	26/Jan/2018 06:54		Ward - physical ward bed
511118	OAKES, DAVID	91 y	Abdominal Pain			17:56	7822:09	25/Jan/2018 12:55	26/Jan/2018 06:51		Ward - physical ward bed
511221	PRIESTLEY, CYRIL	74 y	Abdominal Pain			16:29	7820:34	25/Jan/2018 14:30	26/Jan/2018 06:59		Ward - physical ward bed
511211	REID, DAVID	91 y	Abdominal Pain			17:54	7822:06	25/Jan/2018 12:58	26/Jan/2018 06:52		Ward - physical ward bed
511222	ROBERTS, GERARD	74 y	Abdominal Pain			16:28	7820:32	25/Jan/2018 14:32	26/Jan/2018 07:00		Ward - physical ward bed
511225	RUSBY, RICHARD	70 y	Abdominal Pain			16:28	7820:26	25/Jan/2018 14:38	26/Jan/2018 07:06		Ward - physical ward bed

2.

Click the All Patients Tab.

Note Sepsis Bed	P	Name	Age	A	Reason for Visit	NEWS	To Do List	Activities	Decisions	Speciality	LOS RN	DR	MEDS PRN	Lab	Rad	Comment	MRN	NHS No.
Major 15	4	WOOD, CECILIA	28 y	●	Chest pain	●	●	●	●		3:56 TN	Ann 1		2/0	1/0		514664	965-690-451
Major 11	2	HOWARTH, CAROLINE	43 y	●	Hand Injury	●	●	●	●		6:06 TN	Ann		1/0			513869	965-689-576
WR	2	COLLINS, JEAN	68 y	●	Chest pain	●	●	●	●		9:25						511771	965-687-261
WR	2	ROBERTS, SUSAN	68 y	●	chest pain	●	●	●	●		9:23						511750	965-687-245
WR	2	SHACKLETON, GRAHAM	62 y	●	chest pain	●	●	●	●		9:18						511957	965-687-472
WR	2	BREARLEY, JONATHAN	62 y	●	Chest pain	●	●	●	●		9:14						511967	965-687-484
WR	2	SUTCLIFFE, JASON	62 y	●	Chest pain	●	●	●	●		9:11						511980	965-687-496
WR	2	RIGG, MAUREEN	43 y	●	Chest pain	●	●	●	●		9:10						513891	965-689-596
WR	2	FREAR, PHILIP	40 y	●	Chest pain	●	●	●	●		9:08						513937	965-689-645
WR	2	CLAYTON, JUDITH	28 y	●	chest pain	●	●	●	●		9:04						514674	965-690-461
WR	2	BACKHOUSE, MARY	68 y	●	Chest pain	●	●	●	●		9:03						511760	965-687-256
WR	2	GARDNER, MARJORIE	68 y	●	chest pain	●	●	●	●		9:02						511764	965-687-266
WR	2	WORTH, GRACE	43 y	●	hand injury	●	●	●	●		9:44						513870	965-689-577
WR	2	WALKER, PATRICIA	43 y	●	hand injury	●	●	●	●		9:44						513872	965-689-575
WR	2	BRYAN, KATHRYN	43 y	●	Hand injury	●	●	●	●		9:39						513873	965-689-580
WR	2	WHITE, LESLEY	43 y	●	hand injury	●	●	●	●		9:38						513874	965-689-581
Major 12	2	DOWNY, SHARON	43 y	●	Hand Injury	●	●	●	●		9:34 TN	Ann	●	2/0	2/0		513875	965-689-582
WR	2	HODGSON, RACHAEL	43 y	●	Hand Injury	●	●	●	●		9:34						513876	965-689-583
Major 09	2	TAYLOR, PATRICIA	43 y	●	Hand Injury	●	●	●	●		9:28 TN	Ann		1/0			513877	965-689-584
WR	2	LANGLEY, MARGARET	43 y	●	Hand Injury	●	●	●	●		9:24						513878	965-689-585
WR	2	JONES, MARGARET	43 y	●	Hand injury	●	●	●	●		9:23						513879	965-689-587
WR	2	HILL, TRACY	41 y	●	Chest pain	●	●	●	●		9:22		1	✓			513928	965-689-641
WR	2	CAMPBELL, STEPHEN	40 y	●	Chest pain	●	●	●	●		9:19		1	✓			513929	965-689-641
WR	2	QUEENAN, DEREK	40 y	●	Chest pain	●	●	●	●		9:17		1	✓			513930	965-689-642
WR	2	RAMZAN, JOHN	40 y	●	Chest pain	●	●	●	●		9:16		1	✓			513931	965-689-642
WR	2	JONES, GLYN	40 y	●	Chest pain	●	●	●	●		9:14		1	✓			513932	965-689-644
WR	2	GREENWOOD, DAVID	40 y	●	Chest pain	●	●	●	●		9:14		1	✓			513933	965-689-645

3.

Select the patient you wish to discharge and click the discharge icon (house icon).

4.

The Discharge window will pop up. Complete mandatory fields (highlighted yellow) and click OK.

Patient has now been discharged and will disappear from the Emergency Department bedboard.

5.

Emergency Department

In Transit | Incomplete Doc | All Beds | All Patients | Majors | Minors | Paeds | Resus | Waiting Room | Doctor Worklist | Whiteboard | Whiteboard All Beds | Whiteboard Majors | Whiteboard Minors | Whiteboard Paeds | Whiteboard Resus | CheckOut | Discharged within 36h | Breaches | In Transit | Recently Transferred

Patient: WOOD, CECILIA | WR: 49 | Total: 58 | Avg LOS: 7668:06 | Filter: <None>

Note	Sepsis	Bed	P	Name	Age	A	Reason for Visit	NEWS	To Do List	Activities	Decisions	Specialty	LOS	RN	DR	MEDs	PRN	Lab	Rad	Comment	MRN	NHS No.	
		Majors, 15	4	WOOD, CECILIA	28 y	0	Chest pain	0					4:24	TN	Ann	1						514664	965-690-451
		Majors, 11		HOWARTH, CAROLINE	43 y	0	Hand Injury	0					6:33	TN	Ann			2/0	1/0			513869	965-689-576
		WR		COLLINS, JEAN	68 y	0	Chest pain	0					6:31									511771	965-687-261
		WR		ROBERTS, SUSAN	68 y	1	chest pain	0					6:45									511750	965-687-245
		WR		SHACKLETON, GRAHAM	62 y	1	chest pain	0					6:47									511957	965-687-472
		WR		BREARLEY, JONATHAN	62 y	0	Chest pain	0					6:42									511967	965-687-484
		WR		SUTCLIFFE, JASON	62 y	0	Chest pain	0					6:39									511980	965-687-496
		WR		FREAR, PHILIP	40 y	0	Chest pain	0					6:36									513937	965-689-646
		WR		CLAYTON, JUDITH	28 y	1	chest pain	0					6:32									514674	965-690-461
		WR		BACKHOUSE, MARY	68 y	0	Chest pain	0					6:31									511760	965-687-256
		WR		GARDNER, MARJORIE	68 y	1	chest pain	0					6:30									511764	965-687-260
		WR		WORTH, GRACE	43 y	0	hand injury	0					6:17									513870	965-689-571
		WR		WALKER, PATRICIA	43 y	0	hand injury	0					6:08									513872	965-689-575

You will be able to find the patient in the Discharged within 36h tab.

6.

Emergency Department

In Transit | Incomplete Doc | All Beds | All Patients | Majors | Minors | Paeds | Resus | Waiting Room | Doctor Worklist | Whiteboard | Whiteboard All Beds | Whiteboard Majors | Whiteboard Minors | Whiteboard Paeds | Whiteboard Resus | CheckOut | Discharged within 36h | Breaches | In Transit | Recently Transferred

Patient: RIGG, MAUREEN | WR: 0 | Total: 1 | Avg LOS: 7820:23 | Filter: Disch 36h

Location	MRN	Name	Age	Assessments	Decision to Admit	TREATMENT START	Specialty	Incomplete	RN	DR	Breach Reason	Breach Comment	Left Department	Actual LOS	Total LOS	Discharge Metho	Comment
CheckOut	513891	RIGG, MAUREEN	43 y	Complete		Request							17/Dec/2018 11:	825:20:23	325:20:23		