

Anaesthesia assistant actions

SAAnaesthesia

Quick reference guide

Blood products

Red Cells can be documented in *Intake* via macros or via the documentation tabs.

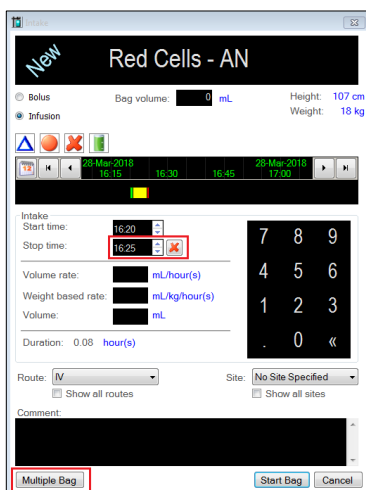
To Document Intake via a Macro

If the *Intake* is listed in the *Macro* and can be located on the *To Do List* the following can be completed to document the *Intake* on the *Anaesthetic Record*:

1. Locate and click to highlight the *Intake* (e.g. Red Cell - AN) on the *To Do List*.
2. Use the *Edit* icon to launch the *Intake* window.

The *Intake* window launches, note the *Infusion* radio button has already been selected by default.

3. Within the *Intake* window the *Bag Volume*, *Rate*, *Route*, *Site*, *Start* and *Stop Times* can be altered or entered prior to starting the bag.



New Red Cells - AN

Bag volume: 0 mL Height: 107 cm
 Weight: 18 kg

Start time: 16:20
 Stop time: 16:25

Volume rate: mL/hour(s)
 Weight based rate: mL/kg/hour(s)
 Volume: mL
 Duration: 0.03 hour(s)

Route: IV Site: No Site Specified

Multiple Bag Start Bag Cancel

Note: When blood products (Red Cells, Plts, FFP, Cryo) are documented use the multiple bag function even if one unit is administered. This is to allow documentation of the donor id in a prescribed location (see below). Documentation of blood products will be a combined responsibility of the anaesthetist and the anaesthetic assistant.



Unit #	Start	Stop	Volume	Donor Id
1	28-Mar-2018 16:20	28-Mar-2018 16:25	mL	

You can *free text enter* or *scan the donor id* with the scanner.

4. After all changes have been entered as required, click *Start Bag* to action the *Intake* to the *Anaesthetic Record Grid*.

The *Red Cells* now populates the *Anaesthetic Record Grid*.

To Document Intake via the Blood Product Macro

If the *Intake* required is not found within the *Macro* or located on the *To Do List* this option of using the *Blood Product Macro* can be followed:

1. Navigate to the *Macros* and from within the *Miscellaneous* tab select "Blood Products".
2. Deselect the "To Do" tick box for any products not required. Click Execute.
3. Proceed with step 1. In *Document Intake via a Macro*.

To Document Intake via the Documentation Tabs

If the *Intake* required is not found within the *Macro* or located on the *To Do List* this option of using the *Documentation Tabs* can be followed:



1. Navigate to the *Documentation Tabs* and click to select the *Intake* tab.
2. From the *Folders* displayed, click to select the appropriate *Intake Folder* e.g. Blood Products.

Crystalloid	Colloids	Blood Products
Enteral	Paediatric Crystalloid	Perfusion

3. Double click the required fluid to launch the *Intake* window for editing as required. Alternatively click to highlight the product to be administered then drag it to the *To Do List*, for actioning and edit later.

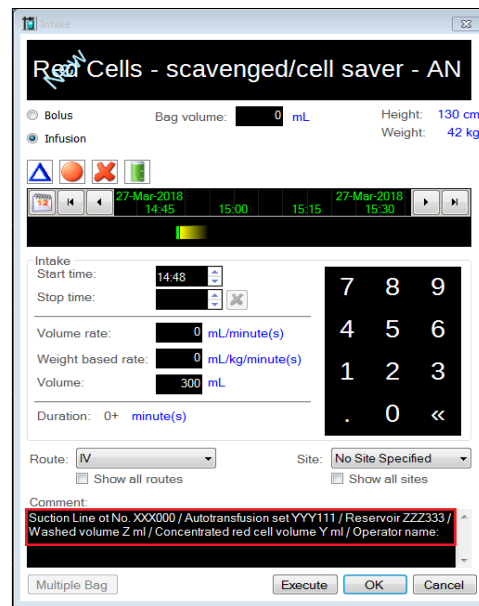
The *Intake* window launches. Refer to steps 3 and 4 on how to *Document Intake via a Macro*.

Cell Salvage

The anaesthetist will document the volume of cell saver blood administered to the patient in the below *Intake*. The anaesthetic assistant can enter details of cell salvage in the comments section as per the below example. If there are multiple volumes of cell saver blood documented, then the last intake is the best one to document in comments.

Suction Line Lot XXX000 / Autotransfusion set Lot YYY111 / Reservoir Lot ZZZ333 / Washed volume Z ml / Concentrated red cell volume Y ml / Operator name:C Harris.

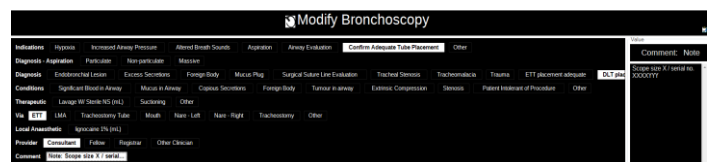
Follow steps above on *how to document intake via a macro* or *via the documentation tabs*.



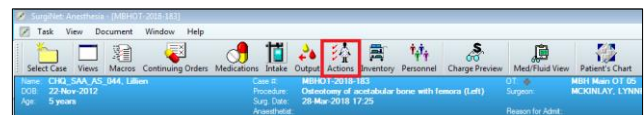
Bronchoscope Documentation

When a bronchoscope is used as part of the anaesthetic technique, the anaesthetist will document with the bronchoscopy action via *Macros* or *Actions*.

The anaesthetic assistant should document relevant details (*scope size X.Y serial number: XXXYYY*) as per the below example:



1. It is easiest to review the details of documentation in actions by clicking on the *Actions tab* at the top of SAA and clicking on *completion* to see details (see below).



Action List

View By: Date/Time Category **Completion** Signature

Details

Bronchoscopy
 Indications: Confirm Adequate Tube Placement
 Diagnosis: DLT placement adequate
 Via: ETT
 Provider: Consultant
 Comment: Note - Scope size X / serial no. XXXXXX

TOE probe documentation

1. In **Actions** click on **case preparation** select **monitors/safety** and then document as below:

TOE serial no: XYZ / Wipe box lot 5678 / Wipe tracking number 012345678 / foam activator 987654

Modify Monitors/Safety

Anaesthesia Machine Checked Per Institutional Guidelines Comment

Suction Working and Available Yes Comment

Monitors Standard College Monitoring Other

Anaesthetic Assistant Yes

ECG 3 Lead 5 Lead N/A

BP Cuff Left Right Upper Arm Forearm Leg Comment

Temperature Oesophageal Rectal Axillary Skin Blood Nasopharyngeal Urinary/Foley N/A Other

Processed EEG Monitor BIS Unilateral BIS Bilateral N/A

Nerve Stimulator Yes No Comment

Stethoscope Precordial Oesophageal Comment

Cerebral Oximeter Yes Paediatric Sensor

Defib pads Yes

TOE **Paediatric probe** Adult probe Easy insertion Difficult insertion **Comment**

Precordial Doppler Yes

Cardiac Output Monitoring Oesophageal doppler EV1000 Vigilance 2 Comment

Emergency Medications Present Comment

Airway Equipment Checked N/A Note

Comment

TOE serial no: XYZ / Wipe box lot 5678 / Wipe tracking number 012345678 / foam activator 987654

PICC line documentation

The anaesthetist may request/appreciate assistance with documenting details of PICC line insertion in SAA. The PICC action is within **Actions: Procedures**.

Procedures

- IV Peripheral IV Placement
- NG/OG Tube Placement
- Arterial Line
- Central Venous Catheter
- Pacemaker/AICD
- Pulm. Artery Cath.
- External Cardioversion/Defib
- Internal Cardioversion/Defib
- Lumb. Drain Insert. (MBS 40018)
- Autolog. Phlebotomy (MBS 22001)
- PICC/Peripherally Inserted Cen**

Case Preparation/Start of Case Airway Management

Patient Care Positioning

Regional/Neuraxial Anaesthesia **Procedures**

Special Monitoring Times

Peroperative Events/Observations Respiratory Emergencies

CVS Emergencies Difficult Airway

Complications Reminders

Obstetrics MBS Billing - Anaes

MBS Billing - Surgery End of Case

Intraoperative Investigations Perfusion

Its completion is self-explanatory.

Modify PICC/Peripherally Inserted Cen

With Anaesthesia? Yes (MBS item 22001) No (MBS item 12001) Other

Indication Antibiotics Chemotherapy TPN Fluid/electrolyte administration Blood Sampling Replace existing line (Comment) Other

Procedure Location OT Radiology ICU ED Other

Specialty Requesting BARRG Anaesthetics Cardio Thoracic Surgery EMT Surgery General Surgery Neurosurgery Ophthalmology Plastic/Reconstructive Surgery Radiology Other

Specialty Requesting MBS Cardiology Dermatology General Medicine Haematology Neurology Oncology Rehabilitation Medicine Respiratory Medicine Rheumatology

Medication Order Bundle Blood Order Blood Order/Transfusion Culture Other

Prep Preoperative Chlorhexidine Alcohol Chlorhexidine Agarose Chlorhexidine Myleg Alcohol Swab Other

LA Infiltration Yes No

Insertion Technique Ultrasound Guided Blind Percutaneous Powers Existing Line Other

Site Left Right

Site Internal Jugular External Jugular Brachiocephalic Subclavian Axillary Basilic Cephalic Brachial Median Cubital Common Femoral Greater Saphenous Other

Tip Position SVC/SA Junction SVC IVC Non-Central Other

Tip Position Verified by X-Ray US Guided Transcatheter Blood Gas ECG Guided Other

Type/Brand Arrow Bard Cook Nucletron (with Valve) Nucletron (No Valve) Vigor Other

Size 1.8 Fr 1.9 Fr 2 Fr 2.5 Fr 3 Fr 4 Fr 5 Fr 6 Fr 7 Fr Other

Length No Yes

Length of Trocarred Line (cm)

External Length (cm)

Secured Clear Sil Gel Loc Skin Strip Sutured Secure Cath Other

Pressure Details Required Heparin Activated Saline Flush IV 3000/0400 Blood Heparin Skat Micropro Leukob Leukob Other

Flushing Solution 0.9% NaCl No Heparin 0.9% NaCl No Heparin 1000/ml Other

Note: Anaesthetic assistants can sign against the action – see QRG **“Signing an action”**. Documentation of inputs (blood products) are not actions.

