


## Nursing handover

### Care Delivery

#### Quick reference guide

This resource will help guide nurses through *clinical handover* using a systematic, comprehensive review of the patient chart in *ieMR*.

**Note:** Use the quick-buttons to navigate between the patient summary widgets and the other components of the chart.

 Return to Patient Summary Page

 Back

 Allergies (0) + Hyperlink to allergies



1. Beginning on *CareCompass* locate the patient on the patient list.
2. Open the patient's chart by using the hyperlink.
3. Starting at the *banner bar* at the top of the page, review the *Patient Information* details. The *banner bar* displays key patient demographic and encounter specific information for the selected medical record.

The *Patient Summary* Page should be used to systemically move through the information in the patient chart. Note that it is divided into tabs using the *SBAR* framework.

**Note:** Use the *SBAR tabs* to guide the flow of handover. Use the *hyperlinks* in the *widgets* or the *sidebar menu* to see a more comprehensive view of the information documented.


### Situation/Background


This page contains *widgets* that will collate documented information from within the patient record, and will display as a summary view. After reviewing the banner bar move through the widgets starting with:

- *Allergies* – Displays any current allergies, including medication and food allergies. Click the  **Allergies (0) +** widget and select  **Mark all as Reviewed** once you have reviewed the allergies.
- *Alerts and problems* – Displays the reason for this hospitalisation. Will also display *problems and alerts* for all visits, this visit and those marked as chronic. These should be reviewed and then *marked as reviewed* each shift. Nurses should not enter a diagnosis, this is a Medical Officer's responsibility. From the *Alerts and Problems* widget click on the hyperlink.

#### Alerts and Problems

Mark the *alerts and problems* as reviewed

 **Mark all as Reviewed**

Select the home button to quickly navigate back to the summary page .

- *Patient background* – Review the patient's isolation status and pain score. Resuscitation status and advanced directive are not currently in use at LCCH.
- *Family History* and *Psychosocial Factors* will display information if an assessment has been performed.
- *Pathology, Microbiology* and *Pathology reports* will display results and reports for the last month across any visit.
- *Flagged events* (with or without comments) – information can be flagged within iView. Once flagged this information will be displayed in the flagged events widget.

**Note:** Review any flagged events during handover and unflag if no longer required.

- **Overdue tasks** will display any overdue tasks for the past 24 hours this visit. Outstanding orders will display for the selected visit.

**Note:** Overdue tasks and outstanding orders should be reviewed, discussed and addressed as soon as possible. If it is appropriate for the patient and within your scope, mark activities as done or not done. Consider modifying patient care orders if they are no longer appropriate for your patient. Ideally these should be reviewed and addressed prior to handover.

### Assessment

The **assessment** tab contains **vital signs, medications, measurements and weights, lines tubes and drains summary, fluid balance, oxygen and ventilation, documents and patient assessment** data that has been recorded in **iView**.

- Navigate to the **managing deterioration** page to view the **vital signs** trend.
- Navigate to **iView** to view **fluid balance** and other documentation that has been recorded in iView. **Results** view may be used if iView appears cluttered.

**Note:** Always navigate to the **Managing Deterioration** page to view the trend of the documented vital signs. The overview or fly-out view on the MD page will assist in viewing the data on one page.

### Medications and therapies in progress

- Navigate to the **MAR/MAR summary** to view the medication schedule and note last dose date and time of therapies.

Open the patient's **order profile** and review the medication, patient care and consult orders. You will also see any **PowerPlans** or **Plans of Care** in this view. Review as necessary (for a new admission see the **Nursing Admission Resource**).

### Recommendation

Will show any **plans of care** that have been initiated for the patient. If there has been documentation recorded in the **Education** iView band a summary will be visible here.

### Discharge

The **Discharge** tab contains widgets that contain information that will help plan for discharge. Information such as **EDD, LOS, discharge order, patient education or discharge reconciliation** of medications can be seen in this window.

- A summary view will be available once the Medical Officer has performed a **Medication Reconciliation**. Information regarding Home Medications and Discharge scripts will be viewable.

Medication Reconciliation (1) +	
Selected visit	
4 New (1)	paracetamol (paracetamol 500 mg oral tablet) 2 tabs Oral THREE times a day. Refills: 0.
4 Continue (0)	No results found
4 Continue with changes (0)	No results found
4 No longer taking (0)	No results found
4 Contact physician prior to taking (0)	No results found

Once you have completed handover, navigate to the **handover** and **safety check** bands in iView (in paediatric quick view) to document.

Paediatric Quick View	
Vital Signs	
Pain Assessment Paediatric	
Pain Re-Evaluation	
Comfort Measures	
Medication Infusions	
Nursing Handover Communication	
Safety Management	
Clinician Notification	
Measurements	
Estimated Discharge Date	
09-Apr-2018 10:50 AEST	
4 Nursing Handover Communication	<input checked="" type="checkbox"/>
Patient/carer involved	Yes
Plan discussed with patient/carer	Yes
Equipment accompanying patient	Yes
Confirm current therapies against orders	Yes
Patient ID band on and verified	Yes
Primary survey performed	Yes
Date/Time transfer accepted	
Nurse giving report	Mickey Mo...
Date/Time nurse received report	Donald D...
Transfer from	09-Apr-20...
Transfer to	
Transfer mode	
Accompanied by staff	
Accompanied by for transfer	
Safety Management	
Identification band in situ	Yes
Red arm band	Yes
Call bell within reach	Yes
Bedside oxygen and suction outlets check	Yes
Bed environment safe	Yes
Hourly rounding	Yes
Orientated to ward environment	Yes
Intro to nursing staff and other patient	Yes
Informed of visiting hours	Yes

