

**For the safety of patients and staff, it is important that patients requiring isolation have an active isolation order. Maintaining isolation orders and documentation is necessary to ensure the patient's chart accurately reflects their isolation status.**

During a patient stay, isolation requirements may change multiple times, requiring clinical staff to update orders as appropriate. Isolation orders cannot be modified, so clinical staff may add or discontinue orders to reflect accurate information in the patient's order profile and banner bar.

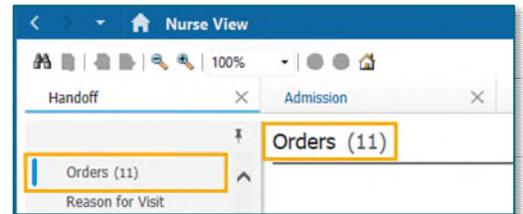
### Placing an Isolation Order

Navigate to the Orders Component on MPage:

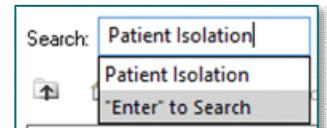
**STEP 1:** Click **Orders** in the components list.

**STEP 2:** Click the **Orders** header to navigate to the patient's order profile.

**STEP 3:** Click **+ Add** in the top left corner to open the **Add Orders** window.

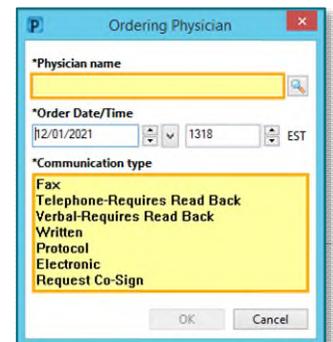


**STEP 4:** Enter **Patient Isolation** in the search field and select the appropriate order from the drop-down menu.



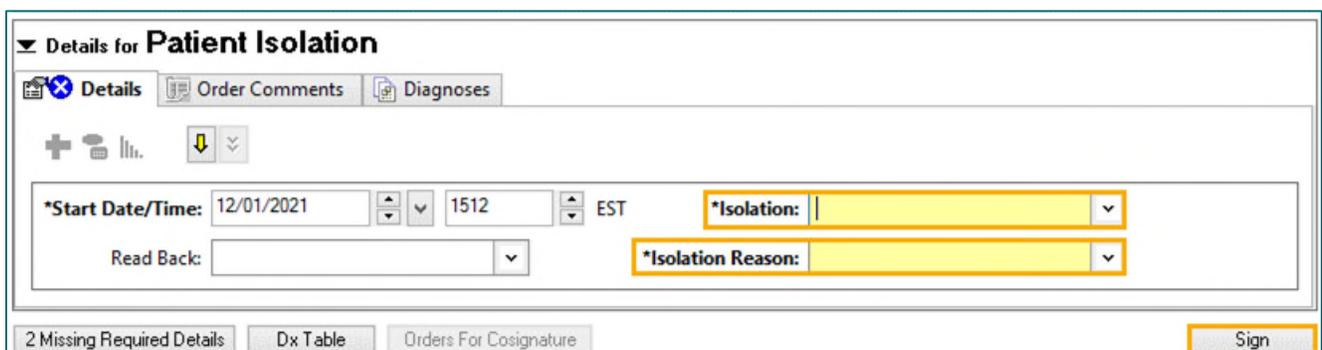
**STEP 5:** The **Ordering Physician** window displays.

**STEP 6:** Enter the **Physician**, **Order Date/Time**, and select the appropriate **Communication type**. For more information on the different ordering options and communication types, see the [Ordering Options & Communication Types](#) flyer [here](#).

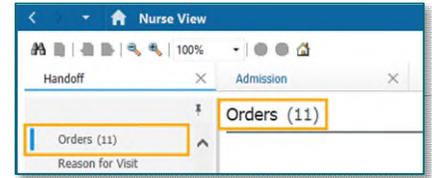


**STEP 7:** Click **OK**.

**STEP 8:** Click **Done** on the **Add Order** window to review the order details.



**STEP 9:** Complete required fields, highlighted in yellow and marked with an asterisk, in the order details scratchpad.



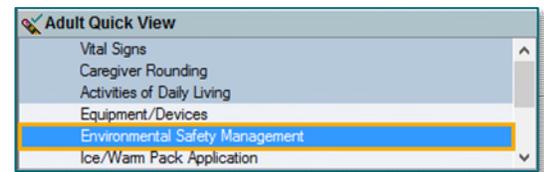
**STEP 10:** Review order, then click Sign. 

**NOTE:** When you return to the Orders page, refresh the patient's chart to view the most current orders and updated isolation status in the Banner Bar.

### Documenting Isolation Status in iView:

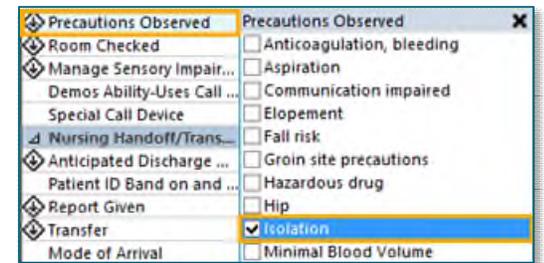
**STEP 1:** Navigate to Interactive View (iView) and I&O.

**STEP 2:** Open the Adult Quick View navigator band and select Environmental Safety Management.



**STEP 3:** Document Isolation in Precautions Observed.

**STEP 4:** Use the tab button on your keyboard to open Isolation Activity and Type.



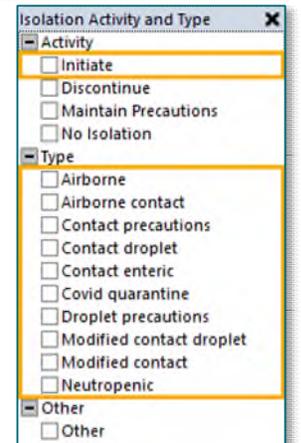
**NOTE:** The Isolation Activity and Type and Isolation Activity and Type Reason fields are conditional logic, meaning the boxes only become available once Isolation is documented in Precautions Observed.

**STEP 5:** Document the Isolation Activity and Type.

**STEP 6:** Use the tab button on your keyboard to navigate to the Isolation Activity and Type Reason field. Free text information here as appropriate.



**STEP 7:** Sign documentation by clicking the green checkmark  in the top left corner of iView.



**NOTE:** Documenting the isolation status in iView will update the banner bar and place an isolation order.

### Discontinuing an Isolation Order

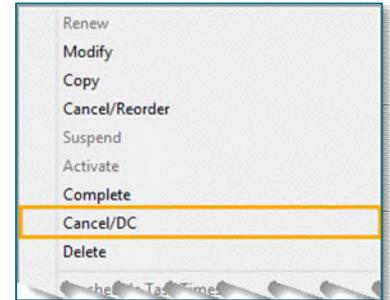
Document the discontinuation of precautions in iView. To discontinue the isolation order and update the banner bar, navigate to the Orders Component on the MPage:

**STEP 1:** Click **Orders** in the components list.

**STEP 2:** Click the **Orders** header to navigate to the patient's order profile.

**STEP 3:** Right-click the Patient Isolation order desired for discontinuing and select **Cancel/DC**.

**NOTE:** Isolation orders should only be Completed once the patient's course of isolation has finished. Completing an isolation order will automatically discontinue the isolation order and should be reserved for patients who have completed a full isolation course.



**STEP 4:** The **Ordering Physician** window will populate.

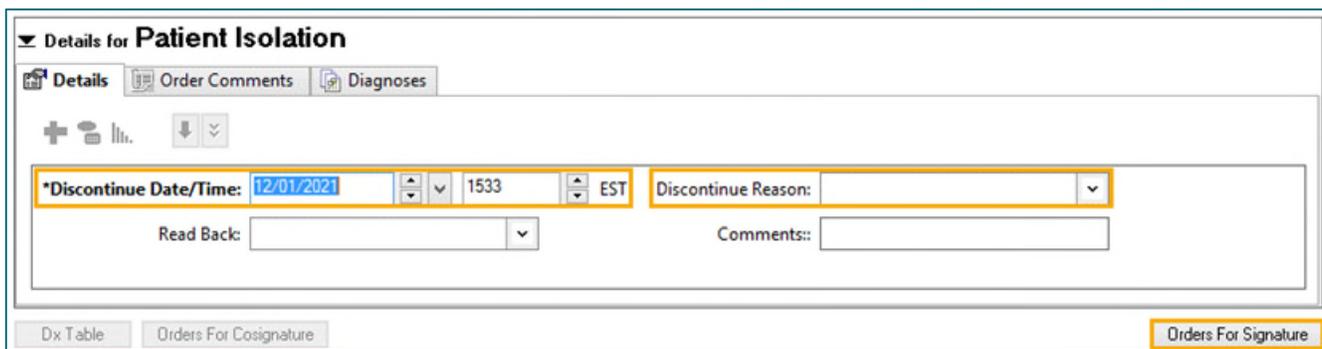
**STEP 5:** Enter the **Physician**, **Order Date/Time**, and select the appropriate **Communication Type**.

**STEP 6:** Click **OK**.

**STEP 7:** The scratchpad will open. Enter the Discontinue Date/Time and the Discontinue Reason. Enter any additional comments in the Comments box, if appropriate.

**STEP 8:** Click **Orders for Signature**.

**STEP 9:** Click **Sign**. 



## Confirming Isolation Status in the Banner Bar

Once the Patient Isolation order(s) is added or discontinued, confirm the appropriate isolation status is displaying the Banner Bar. Refresh the screen if the correct isolation(s) is not displaying. Multiple isolation orders will display in the Banner Bar, beginning with the most recent order placed.

