This Quick Reference Guide (QRG) reviews completion of Neuromodulation Postprocedure Tasks.

Common Buttons & Icons

	▶	**Blue Arrow** icon
	Menu	**Menu** icon
	🔍	**Search** icon
	🗑	**BMDI** icon
	✓	**Sign** icon
	🌱	**Finalize** icon

Begin the Postprocedure Process

When a patient is recovering postop, you will document case times, complete iView charting, document the discharge record form, discharge the patient, and discontinue Postprocedure orders.

➢ **From the Perioperative Tracking board in SurgiNet:**

STEP 1:   Click the **ACTX PACU** tab.

STEP 2:   Double-click the **Blue Arrow** icon on the left side of the row.

  ▪ Your patient's chart opens.

STEP 3:   Click **Menu**.

STEP 4:   Click Perioperative Doc.

  ▪ The Document Selection window appears.

STEP 5:   Click **Postprocedure – ACTX**.

STEP 6:   Click **OK**.

STEP 7:   Click the **Case Attendee** field.

STEP 8:   Type the appropriate name; then click the **Search** icon.

  ▪ The Provider Selection window appears.

STEP 9:   Select the appropriate provider; then click **OK**.

STEP 10:   Click the **Role Performed** drop-down arrow.

STEP 11:   Click **PACU RN**.

STEP 12:   Click **Add.**

STEP 13:   Click **Next**.

STEP 14:   Click the **Time Ready for DC/Transfer** field to document the appropriate case times.

STEP 15: Click the **Discharge from PACU I/PostProc** field to document the patient's discharge time.

STEP 16: Click **Yes** to indicate that the anesthesia orders were discontinued.

STEP 17: Click **Next**.

STEP 18: Click **Perioperative Tracking** in the toolbar to return to the tracking board.

Perform Postprocedure iView Charting

➢ **From your patient's chart:**

STEP 1: Click **Orders**.

STEP 2: Review the patient's orders to ensure there is no outstanding documentation; then, click **Menu**.

STEP 3: Click **Interactive View and I&O**.

STEP 4: Click **Vital Signs** in the Electroconvulsive Therapy section.

STEP 5: Click the **BMDI** icon.

STEP 6: Review the data; then click the **Sign** icon.

STEP 7: Click **Post Anesthesia Recovery Score**.

STEP 8: Double-click the **PARS – Activity** cell; then select the appropriate answer.

STEP 9: Document the appropriate answer for each of the PARS cells; then click the number in the PARS – Total cell.

- The Decision Support window appears.

STEP 10: Review the score; then click **OK**.

STEP 11: Click the **Sign** icon if the score is high enough.

Document the IV as Discontinued

STEP 1: Scroll up in the Electroconvulsive Therapy section.

STEP 2: Click **Peripheral IV**.

STEP 3: Double-click the **Activity** cell.

STEP 4: Select the **Discontinued** check box.

STEP 5: Click the **X Close** button.

STEP 6: Click the **Sign** icon.

Document the IV as Inactive

STEP 1: Right-click **IV cannula Forearm**.

STEP 2: Click **Inactive**.

Complete the Postprocedure Process

➢ **From your patient's chart:**

Complete Discharge Documentation for Returning Patients

STEP 1:   Click **AdHoc** in the toolbar.

- The Ad Hoc Charting window appears.

STEP 2:   Click the **ECT** folder.

STEP 3:   Select the **ECT Discharge Record** check box.

STEP 4:   Click **Chart**.

STEP 5:   Document the Discharge Record by selecting the appropriate answers in each section; then scroll down.

STEP 6:   Click the **Sign** icon.

STEP 7:   Click **Close**.

Complete Discharge Documentation for Non-Returning Patients

STEP 1:   Click **Menu**.

STEP 2:   Click **Periop View**.

STEP 3:   Click the **Discharge** tab.

STEP 4:   Complete the patient's discharge documentation; then, click **Menu**.

STEP 5:   Click **Perioperative Doc**.

STEP 6:   Document the Acuity Start and Stop times and Acuity level; then click **Add**.

STEP 7:   Click **Next**.

STEP 8:   Document the appropriate answers; then click the **Finaliz**e icon.

STEP 9:   Click **Menu**.

STEP 10:   Click Orders.

STEP 11:   Right-click **OP Treatment Post Op Phase (Initiated)**.

STEP 12:   Click **Discontinue**.

- The Discontinue window displays.

STEP 13:   Document the Discontinue Reason; then click **OK**.

- The Ordering Physician window displays.

STEP 14:   Document the physician's name, order date and time, and communication type; then, click **OK**.

STEP 15:   Click **Orders for Signature**.

STEP 16:   Click **Sign**.