HEALTHTRUST Workforce Solutions

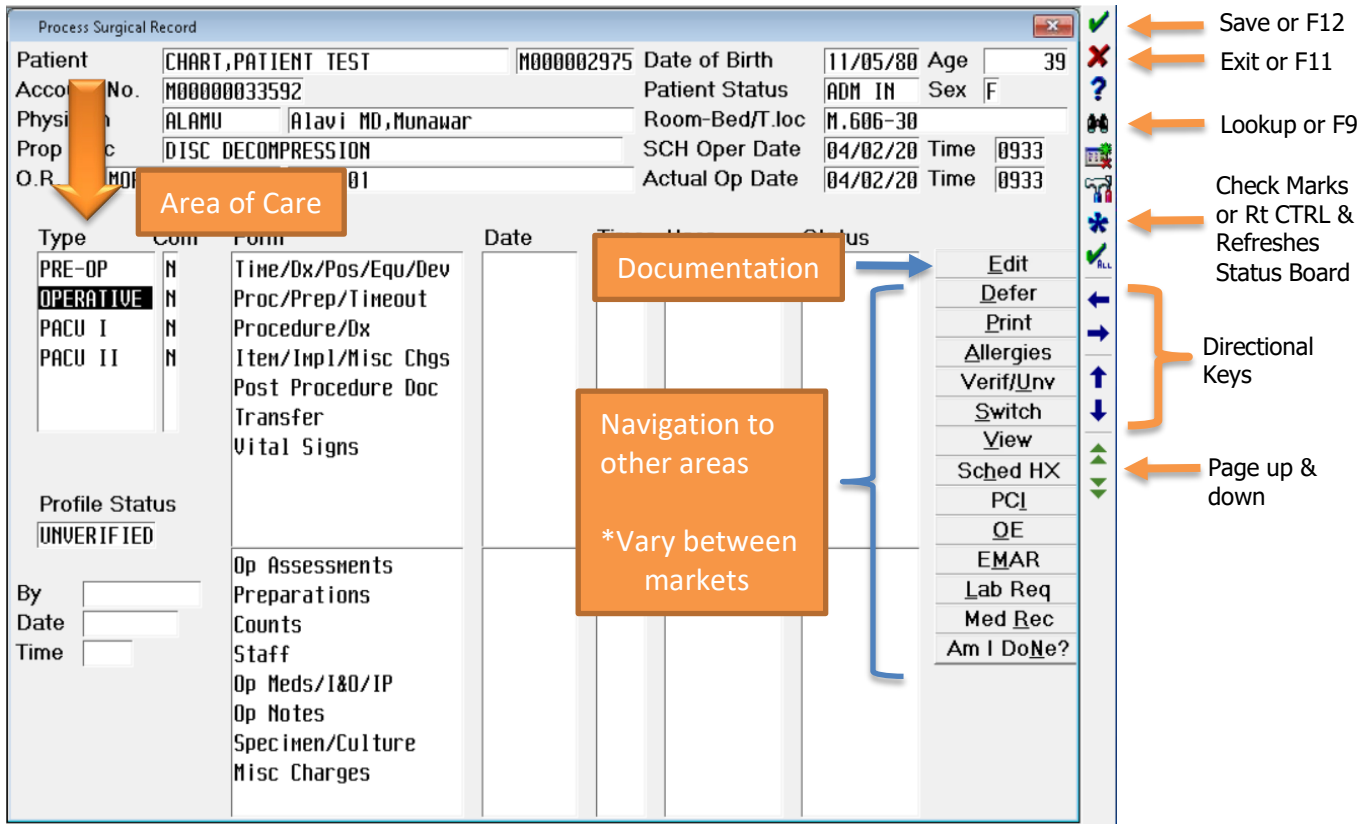## Surgical Services Meditech Helpful Hints
EHR Assistance: 954-880-6600

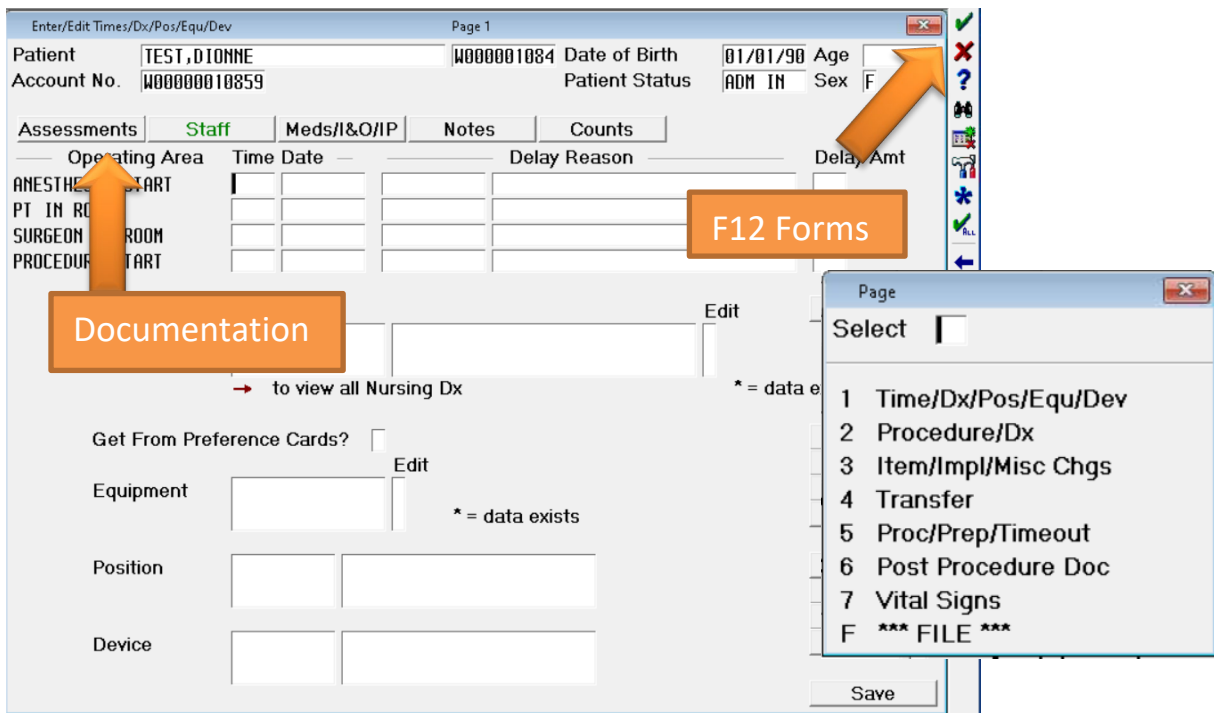**Process Surgical Record (** *navigation buttons may be in different order from the below)

Save or F12
Exit or F11
Lookup or F9
Check Marks or Rt CTRL & Refreshes Status Board
Directional Keys
Page up & down

Area of Care
Documentation
Navigation to other areas
*Vary between markets

Name/Mnemonic Searches: N\ + First 3 letters of the Last Name (Dr. Smith = N\SMI)
T= Today, N= Now, T-1 – Yesterday, T+1= Tomorrow

Documentation and Forms

F12 Forms
Documentation

11/20

HEALTHTRUST℠ Workforce Solutions

Surgical Services Workflow

Required During a Case					
PreOp	**Holding**	**InterOp/Proc**	**PACU- Phase I**	**PACU- Phase II**	**Endo**
Enter/Edit Page 1	**Enter/Edit Page 1**	**Enter/Edit Page 1**	**Enter/Edit Page 1**	**Enter/Edit Page 1**	**Enter/Edit Page 1**
Times	Times	Times	Times	Times	Times
Staff	Staff	Basic Position Equipment	Staff	Staff	Basic Position Equipment
Destination	Destination	Allergies	Destination	Destination	Allergies
Completed By	Completed By		Completed By	Completed By	
Assessment Button	**Assessment Button**	**Assessment Button**	**Assessment Button**	**Assessment Button**	**Assessment Button**
Admission History Pre with	Core Measures Pre	Core Measures Int	Assessment PAC	Assessment PAC	Teach/Educate PAC
Med Reconciliation	Plan of Care Pre	Teach/Educate Int	Plan of Care PAC	Discharge Instruct PAC	
Admission Assessment Pre		Plan of Care Int	Teach/Educate PAC	Outpatient Discharge PAC	
Procedure Checklist Pre			Outpatient Discharge PAC	Plan of Care PAC	
Core Measures Pre				Teach/Educate PAC	
Teach/Education Pre					
Plan of Care Pre					
Vital Signs Button	**Vital Signs Button**	**Staff Button**	**Vital Signs Button**	**Vital Signs Button**	**Staff Button**
Notes Button	**Notes Button**	**Counts**	**Notes Button**	**Notes Button**	**Counts**
		Meds/I&O/IP			**Meds/I&O/IP**
		Notes Button			**Notes Button**
F12 (Forms)	**F12 (Forms)**	**F12 (Forms)**	**F12 (Forms)**	**F12 (Forms)**	**F12 (Forms)**
Device/Equipment	Device/Equipment	Proc/Prep/Timeout	Device/Equipment	Device/Equipment	Endoscopic Checklist
		Procedure/DX			Procedure/DX
		Item/Impl/Misc Chgs			OR Pt Transfer
		Post Procedure Doc			Item/Impl/Misc Chgs
		Transfer			Transfer
Assessment Button (PRN)	**Assessment Button (PRN)**	**Assessment Button (PRN)**	**Assessment Button (PRN)**	**Assessment Button (PRN)**	**Assessment Button (PRN)**
Blood Glucose Test Pre	Blood Glucose Test Pre	Blood Glucose Test Int	Blood Glucose Test PAC	Blood Glucose Test PAC	Blood Glucose Test Int
BCTA Pre-Issue Ck Pre	Lines/Drains/Tubes Pre	Lines/Drains/Tubes Int	BCTA Pre-Issue Ck Pre	BCTA Pre-Issue Ck Pre	Core Measures Int
Lines/Drains/Tubes Pre	Mgn/Ref/Cont/Notify Pre	Mgn/Ref/Cont/Notify Int	Lines/Drains/Tubes PAC	Lines/Drains/Tubes PAC	Lines/Drains/Tubes Int
Mgn/Ref/Cont/Notify Pre	Neuro Assessment Pre	Moderate Sedation Int	Mgn/Ref/Cont/Notify PAC	Mgn/Ref/Cont/Notify PAC	Mgn/Ref/Cont/Notify Int
Neuro Assessment Pre	Teach/Educate Pre	Packing/Dressing Int	Universal Timeout PAC	Universal Timeout PAC	Packing/Dressing Int
Universal Timeout Pre	Universal Timeout Pre	Universal Timeout Int			Universal Timeout Int
		(for a 2nd Procedure)			(for a 2nd Procedure)
		F12 (Forms) PRN			**F12 (Forms) PRN**
		Vital Signs			Vital Signs
		Spec/Cul under Transfer			Spec/Cul under Transfer