

SINGLE POINT LESSON

Transfer Orders Reconciliation

RATIONALE: To ensure the use of the most accurate and up to date orders are used to provide safe, patient care.

IMPORTANT POINTS TO REMEMBER

- **DO NOT SUSPEND ORDERS**
- **Inpatient nurses will no longer initiate Admission or Post-op Powerplans.**
- The unit clerk or designee is responsible for making sure that all patients have the correct Attending and Service in IDX. Watch for “**Transfer Patient**” orders and enter the updated Attending Physician and/or Medical Service into IDX.
- When Attending Physician and Medical Service are updated in IDX, the updated information will flow into PowerChart

Transfer Orders Reconciliation is **REQUIRED** to be performed by the physician when:

1) Transfer from Operating Room to inpatient nursing unit

- When the patient is transferred to the OR, **orders will no longer be suspended**. All current orders will remain active.
- Once the surgery is completed, the surgeon will **ORDER and INITIATE the Post-op Surgery Powerplan**.
- **The surgeon will perform Transfer Orders Reconciliation to include any active inpatient orders and the Post-op Surgery PowerPlan orders.**
- If a bed is not available on the nursing unit when the patient meets criteria to transfer from PACU, the PACU nurse will continue to provide care using the Post-Op Surgery PowerPlan until the patient is transferred to the nursing unit.
- Once the patient has arrived to the nursing unit, the nurse will address any overdue tasks that could not be completed while the patient was in the OR/PACU.

2) Change in level of care:

- The transferring service will place the “**Transfer Bed Request Communication**” order, completing all pertinent order details. For example: transfer from med/surg unit to an ICU.
- The **receiving service** will add any appropriate new orders and perform Transfer Order Reconciliation within two hours of transfer.

3) Transfer of Service:

- The transferring service will place the “**Transfer Patient**” order, indicating a transfer of service.
- The **receiving service** will add any appropriate new orders and perform Transfer Order Reconciliation.

Initiation of Powerplans:

- **Inpatient nurses will no longer routinely initiate Admission and Post-op Powerplans per policy.**
- The PreOp Holding nurses will continue to initiate Pre-op Anesthesia powerplan. PACU nurses will continue to initiate PACU Surgery, and Anesthesia PACU Powerplans if not initiated when the patient arrives to the PACU.

Distribution: All Clinical Staff and Physicians

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