



# How to make a Post Acute Care Referral Physiotherapist Guide

Please call 9345 4490 if you require assistance

## For Current Inpatients

1. Open patient chart
2. Select the 'Physiotherapy' tab on the left side of the chart
3. Select the 'Discharge' tab
4. Select the 'Discharge Orders' link
5. In the "Additional Orders Search", start typing 'post acute' and press 'ENTER' on the keyboard.

The screenshot shows the Physiotherapy software interface. The top navigation bar has tabs for 'Initial', 'Ongoing', 'Discharge', 'Single Session', and 'Other Documentation'. The 'Discharge' tab is selected. The left sidebar has a 'Physiotherapy' tab highlighted. The main content area shows the 'Discharge Orders' section. The 'Additional Orders Search' field contains the text 'post acute'. The 'Discharge Orders' section is highlighted with a red circle. The 'Discharge Orders' link in the left sidebar is also highlighted with a red circle. The 'Discharge Orders' section is also highlighted with a red circle. The 'Discharge Orders' section is also highlighted with a red circle.

6. Select "Referral to Outpatient Post Acute Care" and select 'Accept'



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Preference List Search - Autoverify, Gianina

POST ACUTE Search

Browse (F4) Preference List (F5) Facility List (F6)

During visit  After visit +  Clinic-Administered Medication  Medications  Procedures  Order Panels  Split

Name	Dose	Frequ	Type	Pref List	Formulary	Co-paymer	Coverage	Type	Code
Referral to Outpatient Post Acute Care				Referral	RCH OP F/				REF20

1 loaded. No more to load.

Select & Stay Accept Cancel

7. Fill in details of referral order and sign.

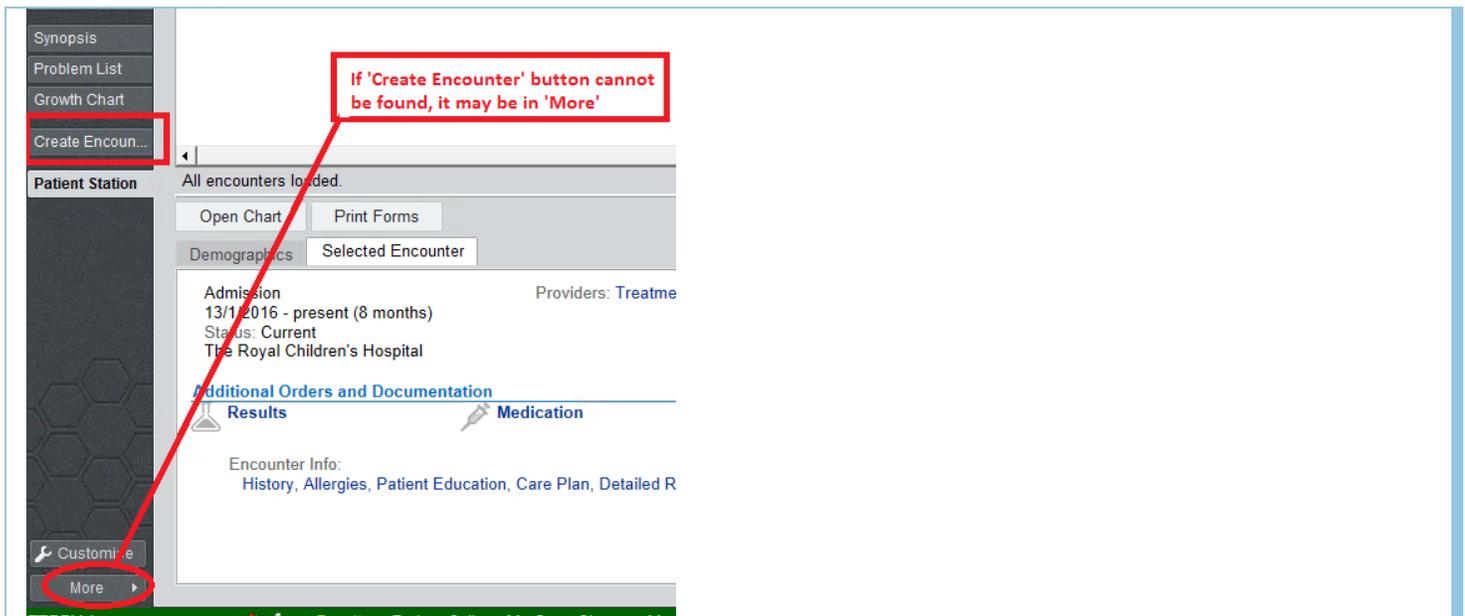
## For Current Outpatients

1. Open patient chart
2. For a **current** visit encounter (for example, documenting a current Outpatient Clinic visit): move to step 5
3. For a **new** encounter: Create Encounter by clicking on the 'Create Encounter' tab on the left side.



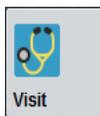
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4. Accept and save encounter as 'Telephone'

5. Select the 'Telephone/Refill' OR 'Visit' tab on the left side (depending on the encounter)



Visit

- for a current encounter/outpatient visit



Telephone/Refill

- for a newly created encounter

6. Navigate to the 'Meds/Orders/Follow Up Appointments' OR 'Medication & Orders' link



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7. In the 'New Order' search bar, start typing 'post' and press 'ENTER' on keyboard

18/10/2016 visit with Preston Acanthite, Physiotherapist for NEW

Form Reprints

CLINICAL PATIENT INFORMATION

Problem List

Allergies

Past History

Growth Data

Episode Rpt

Patient Goals

VISIT DOCUMENTATION

Reason for Attend...

SmartSets

Visit Diagnoses

Observations

**Medication & Or...**

Specimen Collection

### Medication & Orders

[+ Create Medication List Comments](#)

post acute [+ New Order](#) [+ P...](#)

[Review open orders](#)

Name ▲	Dose, Route, F
Medication	
> amoxicillin 250 mg/5 mL suspension	80 mg/kg/day,
> paracetamol (PANADOL RAPID ORAL)	500 mg, Oral,
Procedures Ordered This Visit	
> Culture Sputum	Clinic Collect, Sputum; Clinical notes:

8. Select "Referral to Outpatient Post Acute Care" and select 'Accept'

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POST ACUTE Search

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During visit  After visit  Clinic-Administered Medication  Medications  Procedures  Order Panels  Split

Name	Dose	Freq	Type	Pref List	Formulary	Co-paymer	Coverage	Type	Code
Referral to Outpatient Post Acute Care									REF20

1 loaded. No more to load.

Select & Stay **Accept** Cancel

8. Fill in details of referral order and sign.