

## 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.

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Referral to Outpatient Post Acute Care	Dose	Freque Type Referra	Pref List	Formulary	Co-paymer Co	verage Type	Code REF20
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### **For Current Outpatients**

- 1. Open patient chart
- 2. For a current visit encounter (for example, documentating 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'

Ne	w Encounter for Bauxite,Monicha	Pro ×
<u>D</u> ate:	18/10/2016	
<u>T</u> ype:	Telephone 🔎	
Pro <u>v</u> ider:	Preston Acanthite, Physiothe	G <u>P</u> ▼
D <u>e</u> partment:	PHYSIOTHERAPY	
	<u>A</u> ccept	<u>C</u> ancel
5. Select the 'T	elephone/Refill' OR 'Visit' tab on the left	side (depending on

- 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 'Ne	w Order' search bar, st	art typing 'post' and press 'ENTER'	on keyboard
	18/10/2016 visit with Pr	eston Acanthite, Physiotherapist for N	EW
Chart Review	CLINICAL PATIENT INFORMATION Problem List Allergies	Medication & Orders	
Results Review	Past History	post acute 🕇	New Order 🔶 P
÷	Growth Data Episode Rpt	Review open orders	
Visit	Patient Goals	Name A Medication	Dose, Route, F
F	VISIT DOCUMENTATION Reason for Attend	> amoxycillin 250 mg/5 mL suspension	80 mg/kg/day,
Notes	SmartSets Visit Diagnoses	<ul> <li>paracetamol (PANADOL RAPID ORAL)</li> <li>Procedures Ordered This Visit</li> </ul>	500 mg, Oral, <sup>-</sup>
Visit Wrap-up	Medication & Or Specimen Collection	> Culture Sputum	Clinic Collect, Sputum; Clinical notes:

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

2	Preference List Search - Autoverify, Gianina							- <b>D</b> X
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8. Fill in details of referral order and sign.