

## Care Type Change Request – Organ Procurement

A Care Type Change Request Order should be placed in PowerChart by the AMO in charge after the patient is deceased while the patient is still an inpatient.

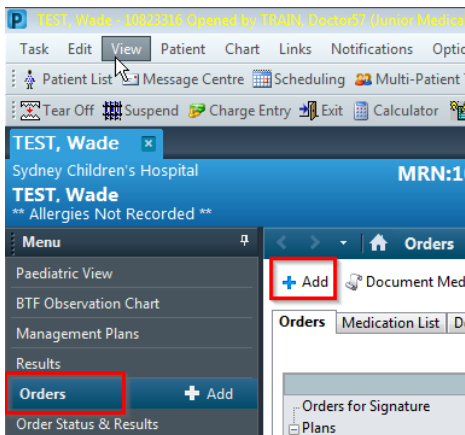
The **Care Type Change Request Date/Time** needs to be the same as the **Date/Time of Death** of patient. The patient does not get discharged until after the organ procurement procedure is complete. This is performed by an Admin Supervisor who will action the **Care Type Change Request** as well as the final discharge.

Correct assignment of care type for admitted patient episodes is required to ensure that each episode is classified appropriately for Activity Based Funding (ABF). This will determine how the episode is reported, weighted, costed and funded.

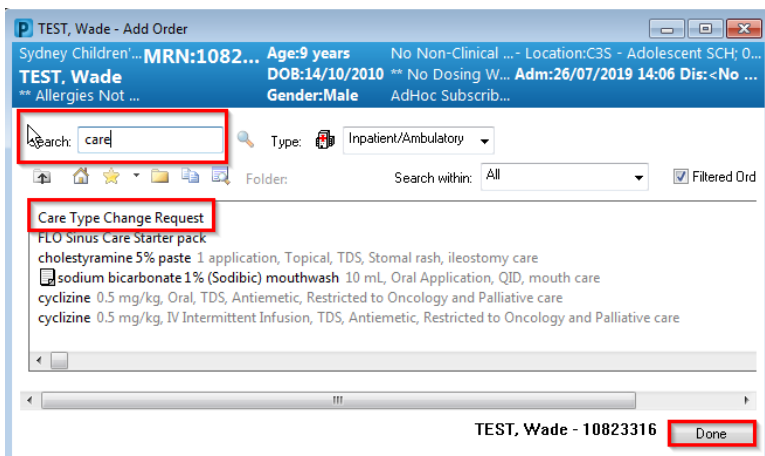
### Ordering a Care Type Change Request for Organ Procurement

In PowerChart:

- Open the patient who requires their Care Type to be changed to Organ Procurement.
- From patient's chart main menu click on **Orders** and then **Add+**



- Within the **Search** screen type "care" and then click on **Care Type Change Request**
- Click **Done** to close the ordering search screen



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- Complete the mandatory fields within the care type request order.
- Select **Organ Procurement** from the **Care Type** drop down menu
- **Care Type Change Date/Time** field needs to match the **Date/Time of Death**
- Complete **Carer/Family Informed Date** field
- Click on **Sign** to complete the request

Once this order is signed, the clinician will need to advise the administration officer on the ward to contact the Admin Supervisor to action the Care Type Change Request.

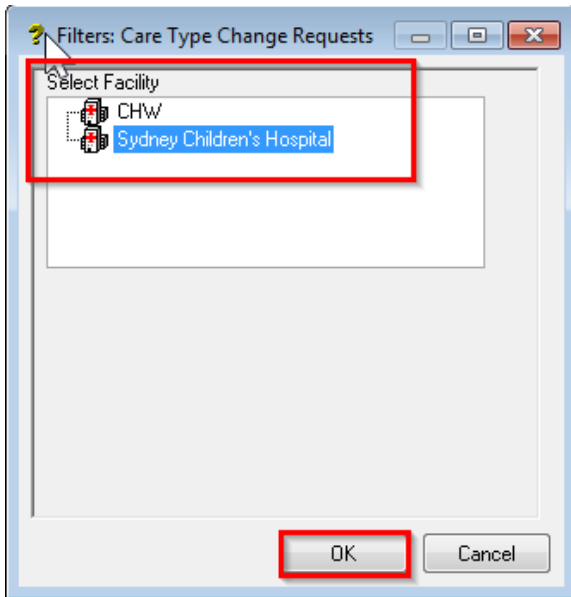
## Completing a Care Type Change Request in PM

This change request needs to be actioned from the Care Type Change Request Worklist in PM by an administration officer with supervisory access.

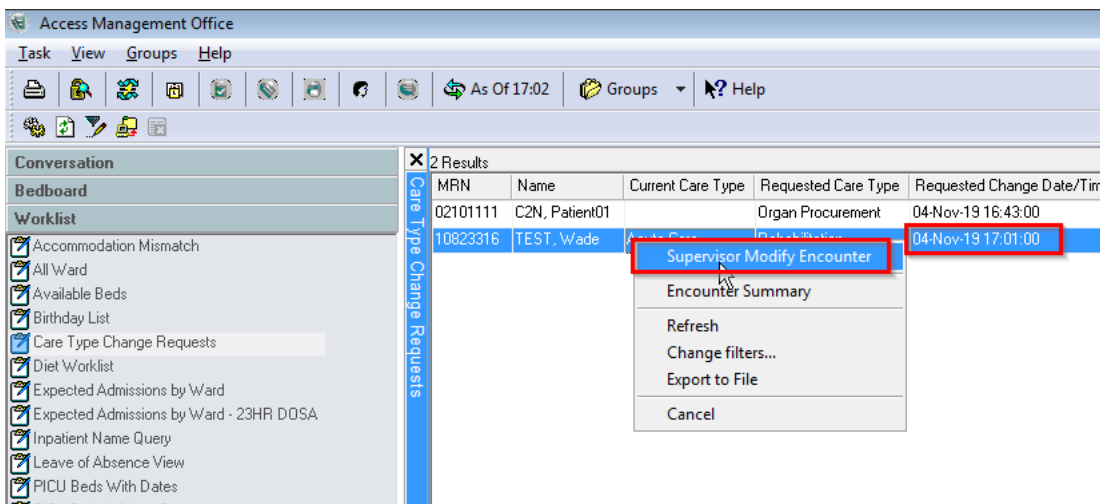
- From the AppBar open Access Management Office (PM)
- Click on the **Worklist** band
- Double click on **Care Type Change Request**

- Select the required facility
- Click **OK**

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- Care Type Change Requests will appear on the right hand side
- Right click on the correct patient care type change request
- Select **Supervisor Modify Encounter** and note down the **Request Change Date/Time** which is the **Date/Time of Death**



- A **Supervisor Modify Encounter** window opens
- Click on **Admission** tab
- Change **Care Type** to **Organ Procurement** from the drop down menu
- Enter the **Transaction Date and time** as the time noted in previous screenshot i.e. **Date / Time of Death**
- Enter **Transaction Reason** as Organ Procurement
- Click **OK** to process Care Type Change Request

Supervisor Modify Encounter

PM Patient Flag: Yes Facility: Sydney Children's Hos Encounter Type: Inpatient Urgency of Admission: Planned

MRN: 10823316 MRN Allocation Source: SE-ST IPM Medicare Flag: Eligible-Aust. Resident Medicare Number: 99999999999 Medicare Expiry Date: Not Known/Not Stated Reason: Patient Alet

Concession Card: No Concession Card Type: Concession Card Number: Concession Card Expiry Date: Safety Net Number: NDIS Participant: No NDIS Number: Genetics Track/Gen Number: LTCS Expiry Date:

Title: MSTR Family Name: TEST First Name: Wade Middle Name: Preferred Family Name: Preferred First Name:

Residential Address: Address Category: QAS Street Address: 3 Terender Road Suburb/Town: BOTANY State: NSW Postcode: 2019 Country: Australia

Patient's Own Details: Home Phone Number: Mobile Phone Number: 0404 040 404 Business Phone Number: Fax Number: Email Address: Email Opt Out:

Last Transaction Date: 26/07/2019 Last Transaction Time: 14:09 Transaction Date: 04/11/2019 Transaction Time: 17:01 Transaction Reason: Organ Procurement Personal ID: PMADMIN11

Demographic: Admission Financial Next of Kin Alternate Contact Care Information Agency Overseas/Pension Details Doctor Information Alerts Compensable Diet My Health Memory

Admission Date: 26/07/2019 Admission Time: 14:06 Care Type: Organ Procurement Admitting Doctor: Currie, Bruce (Medical S) Attending Doctor: Currie, Bruce (Medical S) Specialty: Surgery Source of Referral: Not Known Referring Facility: Mode of Arrival: Ambulance Case Number:

Reason for Admission: HEARING ISSUE

Provisional DRG: ICD: Medical - other Hosp Disch <=7 Days: No - Not applicable Readmitted in 28 Days: No - Not applicable Collaborative Care Status: No Collaborative Care Collaborative Care Facility: Intended Length of Stay: Overnight Planned Length of Stay: 3 Expected Discharge Date: 29/07/2019 ACC Issue Date: ACC Expiry Date: 30/08/2019

Building: Sydney Children's Hos Ward/Unit: C3S - Adolescent SCH Search for Bed: Rooms: 01 Bed: 04 Bed/Unit Type: General - Mixed Financial Program: Acute Services

Mental Health Information: Mental Health Status: No Act Applies Mental Health Referral Source: Mental Health Service Unit: Exclude from National eHR: No Living Arrangement:

OK Cancel

- The **Current Care Type** column will now be populated as the **Organ Procurement** care type in PM

Access Management Office

Task View Groups Help

As Of 17:09 Groups Help

Conversation

Bedboard

Worklist

- Accommodation Mismatch
- All Ward
- Available Beds
- Birthday List
- Care Type Change Requests
- Diet Worklist
- Expected Admissions by Unit

MRN	Name	Current Care Type	Requested Care Type	Requested Change Date/Time	Current AMD	Requested AMD
02101111	C2N, Patient01		Organ Procurement	04-Nov-19 16:43:00	Kulkarni, Vinay (Medical Specialist)	
10823316	TEST, Wade	Organ Procurement	Rehabilitation	04-Nov-19 17:01:00	Currie, Bruce (Medical Specialist)	

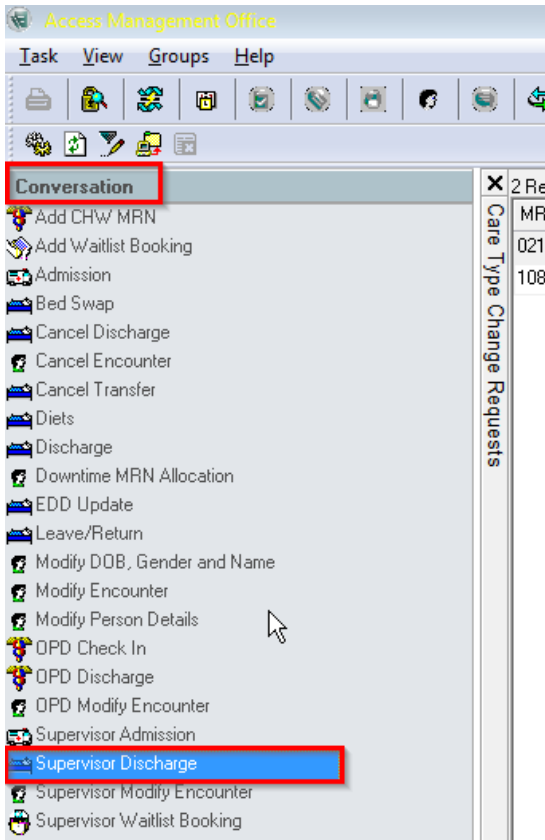
## Discharging a patient after the Posthumous Organ Procurement procedure is complete

Once the procedure is complete the Admin Supervisor will need to use a Supervisor Discharge conversation in PM to discharge the patient.

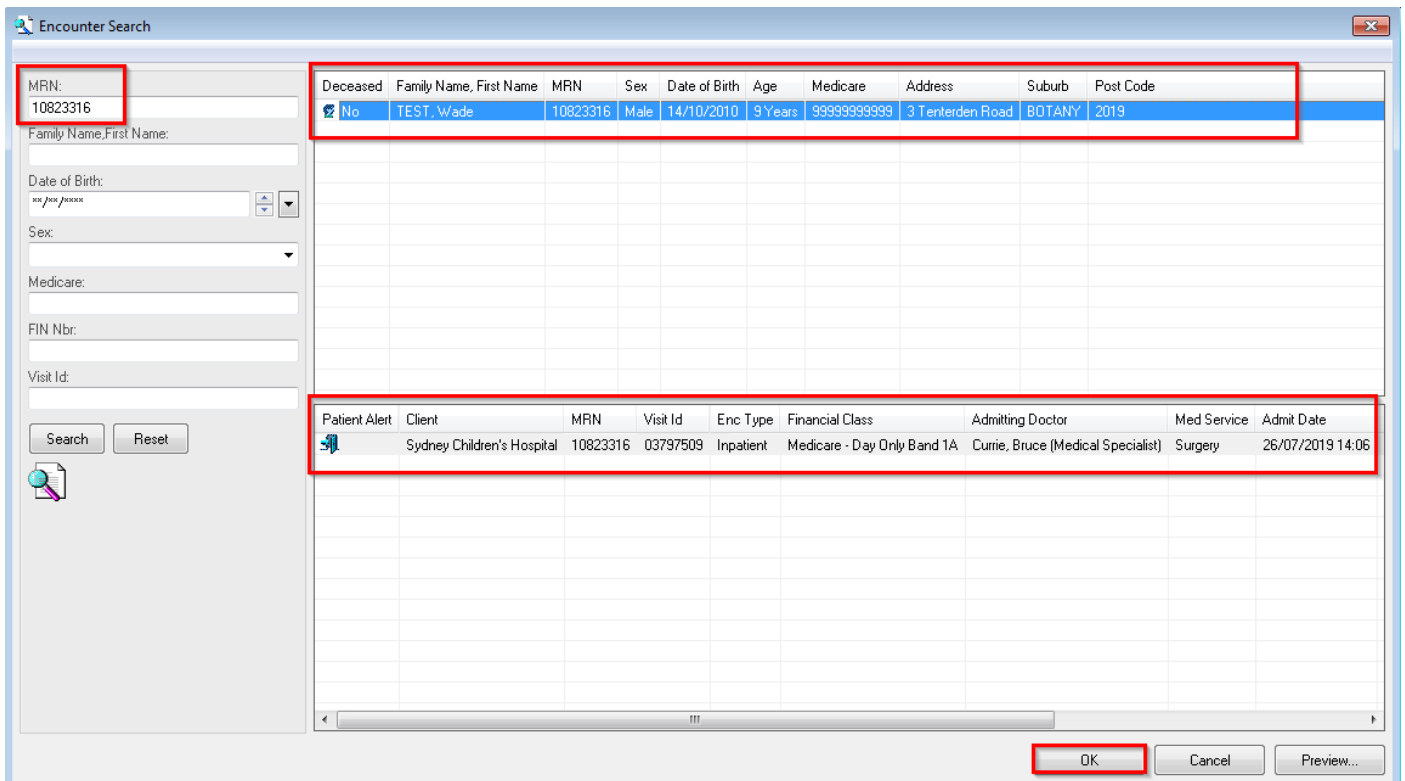
**The Discharge Date/Time MUST be 1 minute after the Care Type Change Request Date/Time (which is the Date / Time of Death).**

- From the **Conversation** band in PM double click on **Supervisor Discharge**

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- Search Patient window will appear
- Enter the MRN of the patient then highlight the encounter and click **OK**



- Supervisor Discharge window appears

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- Enter the **Discharge Date/Time** as **1 minute** after the Date/Time of Death i.e. **Change Type Request Date/Time**
- Select **Discharge Status** reason from the drop down menu i.e. **Died with no Autopsy Performed / Died with Autopsy Performed**

**Supervisor Discharge**

Facility: Sydney Children's Hospital | Encounter Type: Inpatient | MRN: 10823316 | Medicare Number: 9999999999

Full Name: TEST, Wade | Date of Birth: 14/10/2010 | Age: 9Y | Sex: Male

Referring Doctor: | Admitting Doctor: Currie, Bruce (Medical Spec) | Attending Doctor: Currie, Bruce (Medical Spec) | Specialty: Surgery

Location: Building: Sydney Children's Hospital | Ward/Unit: C3S - Adolescent SCH | Room: 01 | Bed: 04

Discharge Information: Discharge Date: 04/11/2019 | Discharge Time: 17:02 | Discharge Status: **Died with no Autopsy Performed** | Referred to on Discharge:

Deceased Information: Deceased Date: \*\*/\*\*/\*\*\*\* | Deceased Time:

Ready

- View Admission
- View Emergency
- View OPD Check In
- View Person
- View Waitlist Booking
- Waitlist Booking
- Waitlist Booking Conversion Data Entry

- A **Discharge Status** confirmation window opens
- Click **Yes** to change the status to deceased

**Discharge Status**

? You have selected a deceased status for this discharge. Is this correct?

Yes No

- A second confirmation **Discharge Status** window opens
- Click **OK**

**Supervisor Discharge**

i Are you really sure this patient has a deceased status for Discharge

OK

- **Supervisor Discharge** conversation window opens

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- Under the **Deceased Information** the **Deceased Date/Time** will now be populated
- Click **OK** to save the information

Supervisor Discharge

Facility: Sydney Children's Hospital  
Encounter Type: Inpatient  
MRN: 10823316  
Medicare Number: 9999999999  
Medicare Expiry Date: \*\*/\*\*/\*\*\*\*

Full Name: TEST, Wade  
Date of Birth: 14/10/2010  
Age: 9Y  
Sex: Male

Doctor Information  
Referring Doctor: [Search]  
Admitting Doctor: Currie, Bruce (Medical Spec) [Search]  
Attending Doctor: Currie, Bruce (Medical Spec) [Search]  
Specialty: Surgery

Location  
Building: Sydney Children's Hospital  
Ward/Unit: C3S - Adolescent SCH  
Room: 01  
Bed: 04

Discharge Information  
Discharge Date: 04/11/2019  
Discharge Time: 17:02  
Discharge Status: Bed with no Autopsy Performed  
Referred to on Discharge: Not Referred  
Referred to Facility: [Dropdown]  
Reason for Hospital Transfer: [Dropdown]

Deceased Information  
Deceased Date: 04/11/2019  
Deceased Time: 17:02

Ready TRAIN PMADMIN11 04/11/2019 17:28

- Go back to the **Care Type Change Request Worklist** and the patient will drop off the list.

Access Management Office

Task View Groups Help

As Of 17:30 Groups Help

Conversation

1 Result

MRN	Name	Current Care Type	Requested Care Type	Requested Change Date/Time	Current AMD	Requested AMD
02101111	C2N, Patient01		Organ Procurement	04-Nov-19 16:43:00	Kulkarni, Vinay (Medical Specialist)	