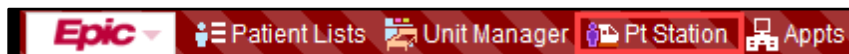


Admitting a Patient from the ED to the NICU

Follow this workflow when there is a baby that needs to be admitted to the NICU from the ED. Nurses and/or Unit Clerks can complete this workflow. **Important – Do not discharge the neonate from the ED.**

Try It Out

1. In the event a baby arrives in the ED and needs to be admitted to NICU:
 - a. The ED Provider contacts the Neonatologist.
 - b. The Neonatologist completes the Admission workflow through the **Admit Navigator**. Orders are **signed and held** to be released by the nurse on the receiving unit. (**ADMIT to Inpatient** will be an active order)
 - c. The ED clinician moves patient to the OTF Care Area. **Do Not** discharge the patient from the Epic system.
2. Once the admission orders have been signed, the **NICU MUC** or **NICU Charge RN**, or **RN** will search for the patient using **Patient Station**.



Patient Select


Search Criteria
Name/MRN: Nicu

Score	Patient Name	MRN	Birth Date	Sex	Phone	Address	SSN
18.00	NICU_BABY	10032763	4/29/2023	F			xxxx-xx
18.00	NICU_MRSBABY	10037811	8/7/2022	F	909-658-4000	12145 Testingbaby street, MENTC	xxxx-xx

Results loaded: 2

Previously seen in the following Service Areas:
RUH SERVICE AREA (50)

Nicu, Baby - 10032763


 Born 4/29/2023
 4 d.o. Female
 No address on file
 No PCP on file

xxx-xx-7895
 No phone numbers on file
 No e-mail address on file

Current Admission
 Date: 5/3/2023
 Unit: RUH Emergency Department
 Current Encounter Providers: Inpatient, Attending Physician, MD

Current Admission
 5/3/2023 RUH Emergency Department Inpatient, Attending Physician, MD

Medical Record Numbers
 Enterprise Id Number: E1746
 Service Area Mtn: 10032763

Select Go Back

3. **RNs** Choose the correct **ED Encounter** and click **Admit to IP**.

Patient Station

Last refreshed: 5/3/2023 11:50:42 AM

Legend
 Refresh
 Filter
 New Reservation
 New Preadmission
 New Admission
 New Hospital Outpt
 One Click
 New ED Arrival
 Back

Encounter Hospital Account Episode

Encounter	Date	Time	Private Encounter Flag	Status	Disch Date/Time	Location
Admission	05/03/2023	1129	ROUTINE, NO REQU...	ED Roomed		RUH EMERGENCY

All encounters loaded

View Only
 Update
 Open Chart
 Charge Entry
 Event Mgt
 Print Forms
 Admit to IP
 Discharge
 Enc Summary

4. **MUCs** use the same workflow, except they use the **Transfer** button *instead* of the Admit to IP button

Encounter	Date	Time	Private Enco...	Location	Status	Discharge Date
Admission	05/03/2023	1129	ROUTINE, N...	RUH EMERGENCY D...	ED Roomed	

All encounters loaded

Order Entry | Open Chart | Update | Print Forms | Event Mgmt | **Transfer** | Auth/Cert | Discharge | Enc Summary

5. The Transfer order associated to the NICU admit order will display. Use it to associate the NICU admit orders to the NICU baby’s admission. Click **Continue**.

Transfer - Nicu, Baby

Please select an existing transfer or create a new one:

Transfer using this selection

Hospital Area:	RUH SERVICE AREA	Unit:	RUH 3300 NICU
Room:	3315	Bed:	3315-01
Service:		Level of Care:	
Ordered by:		Request Status:	
Request Status:		Requested by:	
Transport:			

6. Complete the following information.

- a. Address the **Transfer** section, **Destination** section, and the **Patient Updates** section on the **Admit/Transfer form**. The room and bed fields can be left blank if the information is unknown.
- b. Click **Pending**.

Transfer

Transfer Information

Effective Date and Time

Destination

Hospital Area	Unit	Room	Bed	<input type="checkbox"/> Hold old bed
RUH SERVICE AREA	RUH 3300 NICU			

Patient Updates

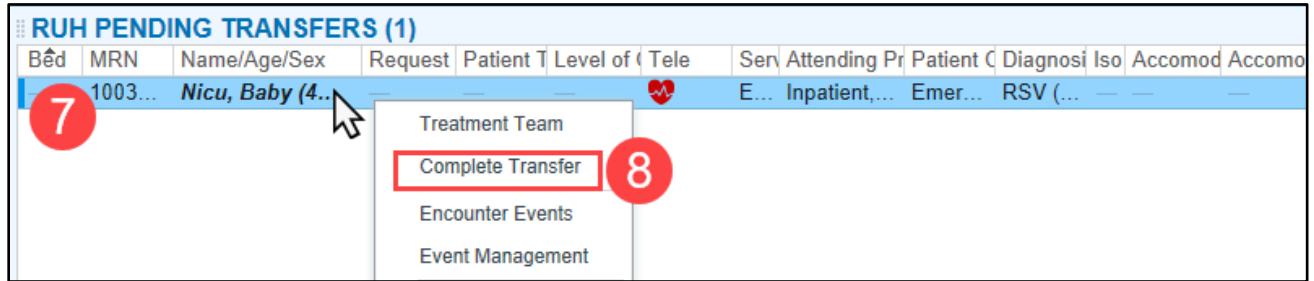
Patient Class	Service	Accommodation Code	Accommodation Reason
	Neonatology	None	None
Admitting Provider	Attending Provider		
INPATIENT, ATTENDING...	INPATIENT, ATTENDING...		

Hospital Encounter

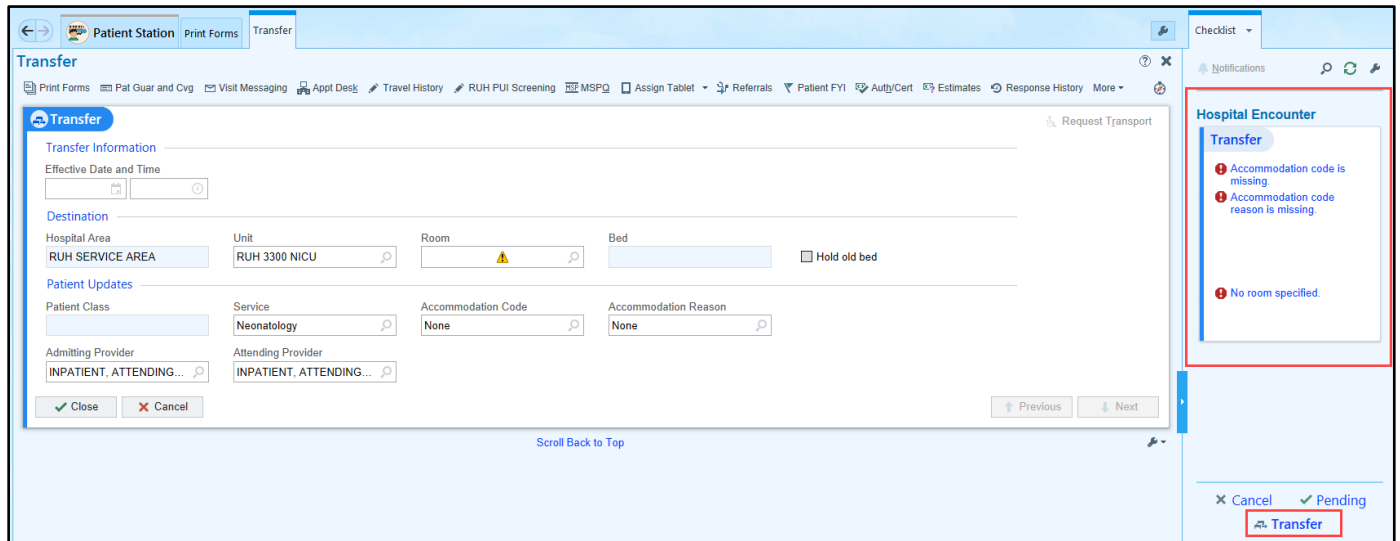
Transfer

- ! Accommodation code is missing.
- ! Accommodation code reason is missing.
- ! No room specified.

- The patient will now show in the **Unit Manager** under the **Pending Transfers** section.
- Once the patient has **arrived** on the unit, right-click on the patient and click **Complete Transfer**.



- Complete **Stop Sign values** listed in the Checklist on the far right.
- Click **Admit (RNs)** or **Transfer (MUC)**.



- The assigned nurse is now ready to release any **Signed and Held Orders** and continue care accordingly.