

Patient Flow - Admissions Worklist

| Admissions Wa | 223232232 | | | | | | 8 m # # | |
|----------------------------------|---|---|---------------------------------------|---|--|---|---|---|
| pgement 🖌 | /orklist | | | | | | 0.0101 | |
| Worklist | | | | | | | | |
| | Admits Direct | t Admits \ Arriva | is Discharges | Gender Ann | Aver # | | 5 | |
| Direct Admit Ma | latch | zztestino, bishor | o n. | Gender-Age | ACC # | Patient Depart - Di | scharge 3 | |
| Patient Depart - | - Discharge | ZZTEST, APF2 P | | M-26y | 1100858803 | A Last Name | 27051 | |
| Patient Depart - I | - Discharge | Patient, Test | | M-3m | | First Name | APF2 | |
| Patient Depart - I | - Discharge | ZZTEST, APF8 P. | 2 | F-31y | 1100858893 | Middle Initial | P. | |
| agement Patient Arrival | | YOUNG, KEMON | N G. | M-25y | 1100857784 | Gender | Male | |
| Patient Data Upd | ent Data Update TO | | ELLY | F-54y | 1100858894 | Age | 26y DOB 1/1/1995 | |
| Patient Depart - I | - Discharge | TOMLINSON, KE | ELLY | F-54y | 1100858894 | MRN | 0000713783 | |
| Patient Data Opd | Dischause | MATTHEWS, RO | JNALD B. M-66y | M-66y | 1100858023 | Acct # | 1100858803 | |
| New Delete All Patient Depart of | odate | HESTER, RACHEL | | M-32y | 110055023 | Location | ICU110021 (SMC) | |
| Patient Data Upd | odate | ATKINS, DEBOR | AH R. | H R. F-63v | 1100858768 | Discharge Type | Home | |
| Patient Data Upd | odate | WILLIAMS, DOR | ORA F-65y | 1100855872 | Transaction Time | 3/10 10:29 | | |
| Direct Admit Add | dd | tst, tst p. | | | | Notes | | |
| Direct Admit Mat | latch | Test, Willie J. | | A-68y | | Entered By | Thomeson, Rohan | |
| Direct Admit Mat | latch | Test, Oscar D. | | M-1m | | Entered Date | 3/10 10:27 | |
| Direct Admit Mat | latch | TESTPATIENT, A | MBER K. | F-26y | | | Patient Details Complete | |
| Patient Arrival | 4 | ZZTEST, APF10 F | Ρ. | M-31y | 1100859025 | | | |
| Patient Admit | nt Admit ZZTEST, APF4 int Arrival JOHNSON, C int Data Update MOORE, MAI | | | M-32y | 1100858864 | | | |
| Patient Arrival | | | 1. C. | F-60- | 1100857158 | | | |
| Patient Depart - / | Discharge | ALBASINI, LINDA | AL | F-72y | 1100857305 | | | |
| Patient Data Upd | Patient Data Update V Patient Admit T | | DORA NT A. | F-65y M-73y | 1100855872 | | | |
| Patient Admit | | | | | 1100858713 | | | |
| Patient Admit | C | TEST, ACCOUNT | IT T. | M-50y | 1100858813 | | | |
| Patient Data Upd | odate | ALBASINI, UNDA | AL. | F-72v | 1100857305 | | | |
| | | | | | 1100037303 | | | |
| Patient Admit Patient Admit | 1 | MOORE, JOHNN Lowe, Ruby C. | VIE E. | M-59y F-79y | 1100859049 1100855979 | v | | 1 |
| Patient Admit Patient Admit | ion | MOORE, JOHNN Lowe, Ruby C. | Admi | M-59y F-79y SSIONS | 1100855979 | Displays the Admitting/R | e task list that notifies egistration when actions are per | forme |
| Patent Admit Patient Admit | ion | MOORE JOHNN Lowe Ruby C | Admi Work | ssions list | 1100053949 1100055949 1100855979 | Displays the Admitting/R APF that also | e task list that notifies egistration when actions are per o need updating in Sunrise Regis | forme |
| Patent Admit Patient Admit | ion | MOORE JOHNN Lowe Ruby C | Admi Work Chan | ssions list | 110055949 1100555979 | Displays the Admitting/R APF that also These are th the Admissio an admit oro Arrivals (wh the unit) and Unit Secreta | e task list that notifies egistration when actions are per o need updating in Sunrise Regis ne list of task types that populate ons Worklist and include Admits der is entered), Direct Admits, Pa en the Unit Secretary arrives pa d Patient Departs – Discharges (ries discharge patients from the | forme stratio e onto (wher atient tients when units |
| Patient Admit Patient Admit | ion | MOORE JOHNN Lowe Ruby C | Admi Work Chan Task | ssions list ge Typ Details | pe(s) | Displays the Admitting/R APF that also These are th the Admission an admit orco Arrivals (wh the unit) and Unit Secreta The right-h the details to Sunrise | e task list that notifies egistration when actions are per <u>o need updating in Sunrise Regis</u> he list of task types that populate ons Worklist and include Admits der is entered), Direct Admits, Pa en the Unit Secretary arrives pa d Patient Departs – Discharges (<u>pries discharge patients from the</u> hand section of the worklist di of the task that needs to be u Registration | forme stratio e onto (wher atients when <u>units</u> splays update |
| Patent Admit Patient Admit | ion | MOORE JOHNN Lowe Ruby C 2 3 4 | Admi Work Chan Task Patie | ssions list ge Typ Details nt Sea | be(s) | Displays the Admitting/R APF that also These are th the Admission an admit orce Arrivals (wh the unit) and Unit Secreta The right-h the details to Sunrise Patients can | e task list that notifies egistration when actions are per o need updating in Sunrise Regis ne list of task types that populate ons Worklist and include Admits der is entered), Direct Admits, Pa en the Unit Secretary arrives pa d Patient Departs – Discharges (<u>uries discharge patients from the</u> <u>and section of the worklist di</u> of the task that needs to be u <u>Registration</u> be searched for by last name of | forme stratio e onto (wher atient tients when <u>units</u>) splays update |



| MC | T | | | | | | Q |
|-------------------|-----------------------------------|------------|-------------|-------------------|----------------|----------------------|---|
| All Admits | Direct Admits Arrivals Discharges | | | | | | |
| y <mark>.2</mark> | Patient | Gender-Age | Acct # | Datient Arrival | | | |
| | | | | an Pauent Arrival | | | |
| atient Arrival | ZZTEST, APF10 P. | M-31y | 1100859025 | Last Name | YOUNG | | |
| itient Arrival | JOHNSON, CECIL E. | M-58y | 1100858835 | First Name | KEMON | | |
| atient Arrival | DILL DAVID H. | M-58y | 1100859065 | Middle Initial | G. | | |
| atient Arrival | DREW, PATRICIA | F-78y | 1100858899 | Gender | Male | | |
| atient Arrival | BJORENSEN, MICHAEL W. | M-43y | 1100937848 | Age | 25y | DOB | 11/12/1995 |
| atient Arrival | test, patient | | 1 | × | 0000637962 | | |
| atient Arrival | ZZTEST, APF11 P. | M-31y | 1 | | 1100857784 | | |
| atient Arrival | Jackson, Mary A. | F-77y | 1 💽 Add Tab | . (3) | 120012101 (6) | (0) | |
| | | | Tab Marca | | 120012101 (50 | 10) | |
| | | | Arrivala | | Kleyn, Emile | | |
| | | | Arrivais | | Inpatient | | |
| | | | | | ICU | | |
| | | | | | Not Applicable | | |
| | | | | | 350035021 (SM | MC) | |
| | | | | | 3/11 14:26 | | |
| | | | | OK Cancel | | | |
| | | | | | ORDER: Transf | fer to; OrderID: 001 | IGQXTLX; Location: ICU; Type Admit: Observation |

| Filter Tabs | 1 | Add Filter Tab | The green '+' button starts the process of creating a new filter tab |
|-------------|----------------------------------|-----------------|--|
| | 2Delete Filter Tal3Add Tab popup | | The red '-' button deletes the filter tab that is currently highlighted except the 'All' Tab. |
| | | | When the add filter tab button is clicked it brings up the Add Tab popup which helps name the filter being created |
| | 4 | Edit Filter Tab | Click on the filter tab that needs to be edited and then click on the funnel icon on the top far right corner of the page to bring up the filters to edit. |



| Admissions Workl | ist Filters | - FOREBLODIA - 2 | 8 | | | |
|---|---|--|--|--|--|--|
| Filter Name Adm Sort By | Admits | | | | | |
| Change Type From Org Patient Care Level Patient Care Service | Direct Admit Ac Direct Admit M: Patient Admit Patient Arrival Patient Data Up Patient Depart Patient Depart | Id atch odate - Transfer - Discharge | ncel | | | |
| Change Types Filter Tabs | for 1 | Direct Admit Add, Direct Admit Match | Use these change types to create a filter tab for direct admits. The Direct Admit Add notifies Admitting/Registration that the Bed Board has entered a new Direct Admit and an account needs to be created with the details. The Direct Admit Match will be used to tie the Direct Admit to the MRN/Account created through Sunrise Reg. | | | |
| | 2 | Patient Admit | This is the notification that an admit order has been placed on the patient. | | | |
| | 3 | Patient Arrival | This is the task/notification for when the Unit Secretaries arrive patients on the units. | | | |
| | 4 | Patient Depart - Discharge | This is the task/notification for when the Unit Secretaries discharge patients from the units | | | |
| | | | | | | |



| Admissions Worklist | | | | | | |
|--------------------------|---------------------------------|------------|--------|--|--|--------|
| SMC | • | | | | | 20 |
| 🕀 😑 🛛 All 🔪 Admits 🛛 Dir | rect Admits Arrivals Discharges | | | | | |
| Туре | Patient | Gender-Age | Acct # | | | |
| Direct Admit Match | zztesting, bishop p. | | | E+ Direct Admit Add | | |
| Direct Admit Add | tst, tst p. | | | Last Name | Test | |
| Direct Admit Match | Test, Willie J. | A-68y | | First Name | Oscar | |
| Direct Admit Add | Test, Oscar D. | M-1m | | Middle Initial | D. | |
| Direct Admit Match | TESTPATIENT, AMBER K. | F-26y | | Gender | Male | |
| Direct Admit Add | test, patient | | | Age | 1m DOB 3/9/2021 | |
| | | | | MRN | | |
| | | | | Admit D/T | 3/24 15:07 | |
| | | | | Admit Source | Physician Office | |
| | | | | Diagnosis | cell | |
| | | | | Admitting Physician | | |
| | | | | Attending Physician Referring Physician | | _ |
| | | | | Patient Type | Observation | _ |
| | | | | Care Level | Med/Surg | |
| | | | | Care Service | Not Applicable | |
| | | | | Patient Location | | |
| | | | | Contact's Number | | |
| | | | | Insurance Company | | |
| | | | | Insurance Auth Num | | |
| | | | | Reserved Location | | |
| | | | | Notes 📳 | | |
| | | | | Entered By | Campbell, Deidre | |
| | | | | Entered Date | 3/24 15:08 | 0 |
| | | | | | Patient Details Co | mplete |
| | | | | | | _ |
| SMC | • | | | | | Q. C |
| Type | Patient | Gender-Age | Acct # | | | |
| Direct Admit Match | zztesting, bishop p. | | | Direct Admit Match | h | |
| Direct Admit Add | tst, tst p. | | | Last Name | Test | |
| Direct Admit Match | Test, Willie J. | A-68y | | First Name | Oscar | |
| Direct Admit Match | Test, Oscar D. | M-1m | | Middle Initial | D. | _ |
| Direct Admit Match | TESTPATIENT, AMBER K. | F-26y | | Gender | Male 2/0/2021 | _ |
| Direct Admit Add | test, patient | | | Age | 1m DOB 3/9/2021 | |
| | | | | Admit D/T | 3/24 15:07 | |
| | | | | Reserved Location | | |
| | | | | Patient | DOB MRN/Acct Current Location | _ |
| | | | | TEST, PATIENT A. M - | 5/24/1947 0000633788/ 1100858713 SMC- OROR | |
| | | | | | 5 | |
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| | | | | 1 | | Matel |
| | | | | | Search Patient Details | Match |
| | | | | | | |
| | | | | | | |



| | 1 | Direct Admit Add | This record populates when Bed Board/House Supervisor enters the details for a Direct Admission and the account needs to be created for the patient in Sunrise Registration |
|-------------------------------|---|--------------------------------------|--|
| Direct Admit | 2 | Patient Details | The details of the patient recorded by Bed Board |
| Add/Match | 3 | Complete Add | Complete the 'Add' patient registration task once the patient registration in Sunrise has been completed |
| | 4 | Add turns to Match | The Add record will convert to a Match record to tie the MRN/Account from Sunrise to the Bed Request record in Patient Flow |
| 5 Registration Account and | | Registration with Account and MRN | Once the registration is complete, the patient with the MRN and Account should be displayed in the patient area of the Match. This might take a minute as the details are sent to APF. |
| | 6 | Match | Select the Direct Admit match from the left-hand side and the patient registration record from the right hand side and Match them up. Patient Flow will now have the MRN and Account of the patient |