**Issue/Process: Admit Process – Direct Admit**

**Status:** Approved

**Issue/Background: Admit Process – Direct Admit**

Once Computerized Physician Order Entry is implemented in the fall of 2010, physicians will be able to enter all of their orders electronically from any location within the Virtua system or remotely. Issuing orders for an inpatient episode of care requires the “episode” to have “started”. A Direct Admit is defined as a patient who is being sent to the hospital to be admitted to a bed from a physician’s office or from the patient’s home. Currently physician can send written admission orders with the patient or call them into the receiving nursing unit once a bed is assigned.

With CPOE orders cannot be issued electronically until the care episode is initiated in the registration system. Patient factors (weight and allergies) must also be entered for orders to be issued. For Direct Admit patients, with CPOE, physicians will be notified of the patient arrival and readiness of the system to receive CPOE orders. Alternatively, the physician will be able to send written orders, preferably using Zynx order sets available on-line for completion and printing or to phone in verbal orders if it is impractical for them to enter orders electronically.

**Recommendations**

- Physicians, with appropriate access and after the patient is registered, will be encouraged to enter admission orders using CPOE for Direct Admission patients
- Once the patient admission process has been initiated and required Patient Factors are entered, the department/unit staff will call the physician to inform him/her that patient is admitted and the EMR is available to them
- Physicians will not be able to call in orders ahead of the patient’s arrival
- For patients coming from a physician’s office, Zynx admission order sets can be printed and sent with the patient
- Orders sent with the patient must be entered by a nurse and the paper order set kept on the paper chart. Orders sent in on paper will be entered by the nursing unit secretary (non-med orders) and the pharmacist (med orders – faxed/scanned to pharmacy as is currently done)
- Orders sent in on paper, properly signed by the physician and entered in the system will not require re-authentication by the physician in Soarian.
- Telephone orders may be issued if it is impractical for the physician to access the Soarian system – See Telephone Order Process.
- When the Pending Activation function (the ability to issue orders to be “activated” upon a future event such as the patient arrival in a bed) is available with an efficient workflow, orders will be able to be entered electronically from a physician’s office while the patient is still in the office visit

**Source of Recommendations**

- CPOE Project Team
- Nursing Design Team 3/25/10; 5/5/10
- Nursing Informatics Team 6/28/10

**Response/Comments:**

(Please reply “Approve”/“Reject”/“Schedule Conference Call”/“Red Flag” using voting buttons)