Discharge Summary PowerNote and Discharge Orders to Facility PowerNote

A **Discharge Summary** PowerNote and a **Discharge Orders to Facility** PowerNote should be used by all services at MUHC <u>with the exception of the NICU</u>. The documents include all the critical information needed by accepting providers caring for patients who are discharged to home and facilities. They ensure a high standard of care at the time of discharge. The templates are available as PowerNotes and as Dragon templates.

PowerNote Templates for Discharging to a Facility or Home
- **Discharge Orders to Facility** – Use this to communicate orders to a facility. Do NOT use this if a patient is discharging to home. For discharges to home, use the Post Discharge Orders PowerPlan.
- **Discharge Summary** – Use this when discharging a patient to a facility or home

Discharge Orders to Facility (do not use this for patients discharging to home)
- Use this powernote when the patient is going to a **facility**.

Yellow items in the structured note and items with a red * are required fields. The note cannot be signed until these required fields are completed.
- **(ST)** – means a structure template is associated with that item. Click to insert the data in the note.
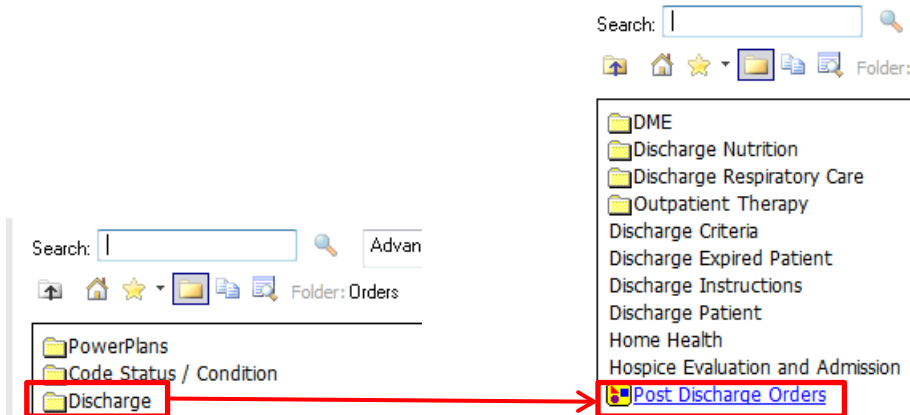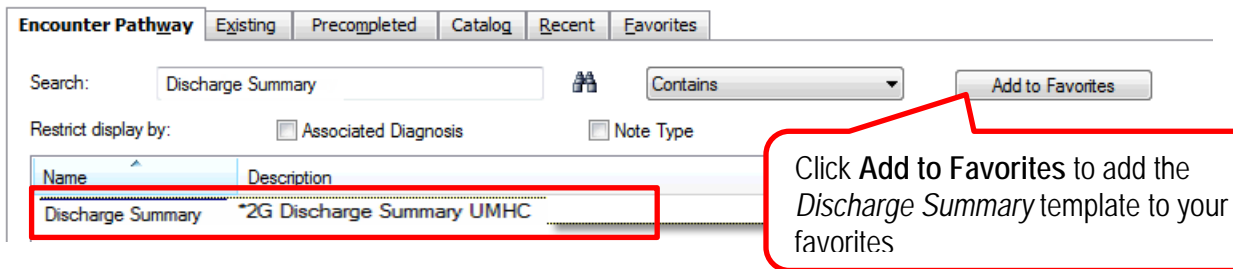

Use Discharge Orders PowerPlan if Patient is Going Home

If the patient is going home, use the **Post Discharge Orders PowerPlan** or write individual Post Discharge orders if the patient is going home just as you normally do. Those orders send a task to the appropriate service (e.g. Rehab, Social Work, Dietary) to complete the discharge to home.
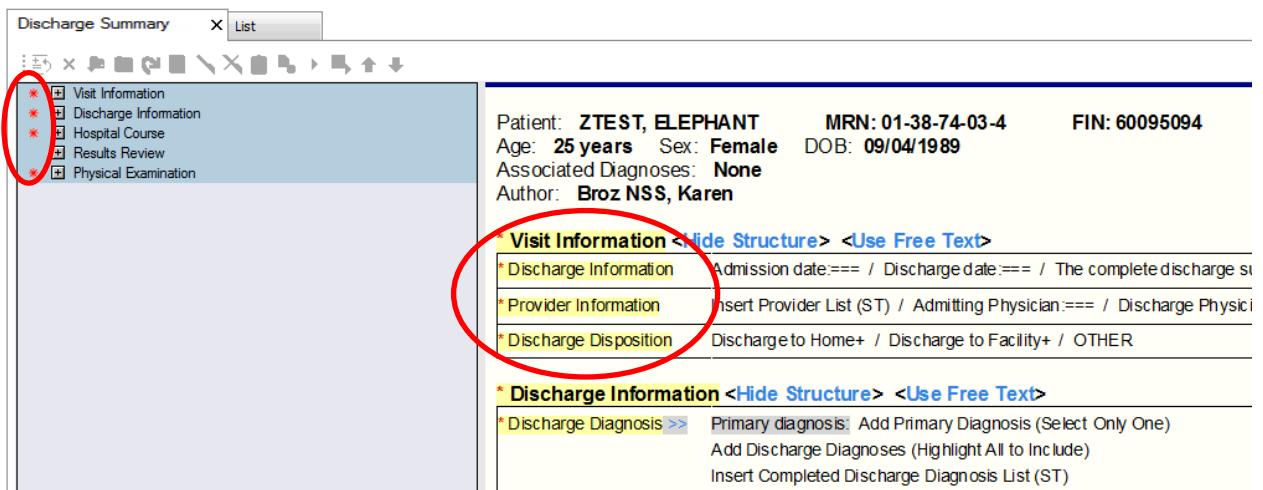

Discharge Summary (use for facility and home)

- Use the Discharge Summary PowerNote or use Dragon to dictate the Discharge Summary if the patient is going to a facility or if they are going home.

Click **Add to Favorites** to add the *Discharge Summary* template to your favorites

- **Yellow** items in the structured note and items with a **red** * are required fields. The note cannot be signed until these required fields are completed. For example under *Visit Information* the **Discharge Statement, Provider Information** and **Discharge Disposition** must be filled out to satisfy the requirements for that section.

Click **Discharge to Home** or **Discharge to Facility** which will open more selections

- **(ST)** – means a structured template is associated with that item. For example to include the completed discharge diagnosis list click **Insert Completed Discharge Diagnosis List (ST)** and the diagnosis will pull in from the Diagnosis List.

Medication Changes – When you click the === an "other" box will appear. Either type the medications in freetext with an explanation OR insert the ..home medications autotext and delete the items that are not needed in that category.

Click **New: ===**

Freetext the medications with an explanation OR Type ..**hom** and select the homemedications* item

Highlight and delete medications that are not new and click **OK**.

* Medication Changes

*New:===

insulin glargine (insulin glargine (LANTUS) 100 units/mL Subcutaneous Injection):   0.1 mL Subcutaneous qAM

* Dose Adjusted:===
* Discontinued:===
OTHER

The new medication will appear in the *New* category. Follow the same pattern for Dose Adjusted and Discontinued as appropriate.

* Medication Changes

Display Discharge/Home Me
* New:===
* Dose Adjusted:===
* Discontinued:===
* Held:===

* Complete Medication List   Insert Home Medications: Must Select After Meds Rec Complete (ST) / OTHER

Click the **Insert Home Medications: Must Select After Meds Rec Complete (ST)** to insert the complete medication list. Only insert <u>after</u> DC Meds Rec is complete so the list will be accurate.

New Dragon Templates Available for Discharge Summary and Discharge Orders to Facility

Three new Dragon templates are also available:
- Discharge Summary to Home
- Discharge Summary to Facility
- Discharge Orders to Facility