Epic Order Update - Effective 05/27/2020

Audience: Physicians & APCs who enter Admission orders

Operational Problem: The order *Place in outpatient – (Extended Recovery)* is on order sets and the name is not clear for what patient population it should be used for.

Two new Admission orders have been created

Place in outpatient – This is to be ordered for Outpatient procedures when the patient will be discharged after a standard same day recovery period and <u>will not</u> need to be transferred to a bed on a nursing unit for overnight recovery.

Place in Outpatient w/Overnight Recovery – This is to be ordered for outpatient procedures when a patient <u>needs</u> to be transferred to a nursing unit for at least one-overnight of recovery. This will initiate a bed request in Patient Intake.

>   When NOT to use this selection:
>   - Inpatient Only Procedures
>   - Patients who recover overnight in CSSU

	PREVIOUS	NEW (5/27/20)
Admission Panel in Order Sets <mark>OP Name Change; New OP Order</mark>		

Epic Update notification & how to update your personalized order sets

When a user opens their personalized order set copy, a notification will appear that changes were made to the order set since they last accessed it.

The user will have the option to review the changes & update their order set.

To update a personalized order set

- ➢ The physician opens the new CHI revised order set. Then clicks on the "*Personalization*" link arrow located just above the order set
- ➢ Select *"Create New from Original"* of the order set, advancing to the "*User Order Sets*." Here the physician sets any defaults using the boxes next to the orders. When finished, click "*Accept"* at the bottom right.
- ➢ The physician automatically is returned to the Order Set *just personalized*. Click the "*Personalize"* button to select "*Use Another Version*," [of the Adult General Admission Order Set]
- ➢ Once the other version appears, click on the "*Personalization"* button and select *delete*. Now the original personalized order set is deleted and there are only two, the original and the personalized User Order Set
- ➢ The physician may use the existing opened order set or click the "*Remove Open"* button to remove the opened order set.