Anesthesia Transport Guide

Using Anesthesia laptop for transport

1. Open laptop and select the case. To select the case, filter by the last four digits of the OR case number or filter by OR room.
   Note: To ensure documentation occurs on the correct patient encounter and procedure, verify details with the intra-op nurse. If there is an OR case scheduled, select the OR case for record documentation. If not, select the NORA or out of department procedure. If the incorrect case has been selected, contact the IT Service Desk at 4-5000.
2. Verify patient on the **Verify Patient** screen.
3. From the **Task** section on the toolbar, click **Select Device**. Select the required devices i.e. transport monitor and/or gas machine.
   Note: Disassociate the anesthesia cart device from the record when the patient is disconnected from the device.
4. Select the appropriate macro. Select the **Imaging Add On** macro when appropriate. Continue with documentation.
5. Close laptop and store. Connection will continue after closing.
   Note: Do not close or suspend SurgiNet Anesthesia application.
6. Transport the patient.
7. Open laptop and sign in if the laptop locked during transfer.

Documentation options for documenting care in transfer location

Option 1: Manual association on an Anesthesia laptop

1. Open laptop and sign into laptop if needed.
2. From the toolbar, click on **Task** and **Associate Devices**. Disassociate the transport monitor.
3. Associate the patient monitor for the transfer area and/or the anesthesia machine.
4. Document from the **To Do** list.

Option 2: Auto-association on a location device (example: MRI or OR workstation)

1. Open laptop and sign into laptop if needed.
2. Click **Suspend** on the toolbar.
3. Click to check **Unselect All** on the **Stop Data** window. Click **OK** if additional fluids panel displays.
4. Log into SurgiNet Anesthesia on the transfer area workstation (example: MRI computer).
5. Select the case. Filter by OR case number or filter by OR rooms, if needed.
6. Click **Cancel** on the **Select Device** screen. Devices will auto-associate.
7. Begin documenting from the **To Do** list.
8. At the end of the procedure click **Suspend** and click to check **Unselect All** to disassociate the transfer location device(s.)

Tips and Tricks

- Plug in the transport chart regularly. Data will not flow from the transport monitor if the CCE is powered off.
- To ensure data continues to be recorded on the anesthesia record during transport, click to check **Unselect All** when suspending the record. This includes medications and monitors. If this step is missed, click **Document** from the toolbar and click **Value** to pull monitor values into the record.
- Rebooting the CCE may be necessary if data fails to post to the patient's chart
- Call the Children's IT Service Desk at 4-5000 to report transport documentation issues to the SurgiNet Anesthesia team