Providers and RNs/UOCS - Ordering Interventional Radiology Procedures

Provider Processes

Inpatients

The ordering process for all inpatient Interventional Radiology procedures must start with placing a consult order to Children's Interventional Radiology. The ordering provider places an IR Consult order using the Interventional Radiology Consult Powerplan and may place the procedure exam order within the powerplan if the exam is known. During regular daytime hours, someone from the Interventional Radiology Staff will contact the ordering provider to discuss the case and scheduling. Ordering providers are responsible for placing the procedure order, but this will be done with direction from Children's IR staff. Procedures orders can be found in the Interventional Procedures (IR Procedures) Powerplan.

Emergent/After Hours

If the case is emergent and after hours, the ordering provider is required to place the consult order, but will also need to review Amion to determine which group is on call. If Children's IR Radiologist is not on call, the case may need to be discussed with Abbott or United. See **Inpatient Process Procedure Ordering Shared Services**.

Inpatient Process Procedure Ordering Shared Services (after determining procedure will not be done at Children's)

1. If there are relevant images, call Children's Radiology department and ask them to *push the images* to Abbott or United.
2. The ordering provider (not residents/med students) contacts the Interventional Radiology MD found in Amion and requests a consult and asks whether images were received. The staff answering the phone should be able to confirm that the images have been received. If the IR Provider is unable to discuss the consult at that moment, please request them to pass along your requested consult, your name, patient's name (if images) and have the IR provider call the Physician Access line (612-343-2121) when he/she is ready to discuss the case.
3. If the Abbott/UH IR Provider agrees to do the case, determine when he/she wants to do the procedure. Contact Children's Anesthesiology to work on scheduling. Place the procedure order within the Children's EMR. There is an order detail to select the location of the procedure. This ensures the results of the procedure are imported back into the Children's system.
4. Use the Interventional Radiology Shared Services Powerplan for patients who have an IR procedure at Abbott/United. It is a 2-phase Powerplan:

   Phase I: Contains procedure prep orders such as required lab orders and communication orders for documentation prep by UOCs and RNs.

   Phase II: Contains post-procedure care orders.

   It is the expectation the patient will return from Abbott/UH with written post-procedure care orders and an Immediate Post Op Note (IPON). It is the ordering provider's responsibility to electronically enter/transcribe post-procedure care orders into the EMR.

Outpatient Process:

The ordering process for outpatient Interventional Radiology procedures begins with placing an Outpatient Interventional Radiology Referral order using the Outpatient IR Referral Powerplan. The ordering provider may also place the procedure exam within the powerplan if the exam is known. The request will be reviewed by Children's Interventional Radiology staff and they will reach out to the ordering provider to discuss the case and/or scheduling. Ordering providers are responsible for placing the procedure order, but this will be done with direction from Children's IR staff. Procedures orders can be found in the Interventional Procedures (IR Procedures) Powerplan.

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UOC/Nurse Process for IR Cases at Abbott or United

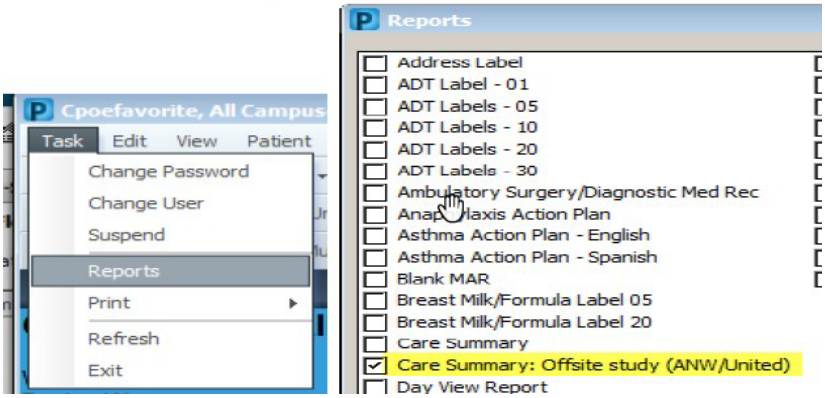
Once an IR procedure order has been placed with a procedure location of Abbott or United, both the UOC and Nurse will receive two tasks:

Task I: Fax the following:

- Patient's Face Sheet
- H&P
- Reason for Exam
- Order
- Patient Weight
- Allergies
- Labs

To one of the following fax numbers:

- ANW IR Nurses Station Fax # (612) 863-2084
- United IR Nurses Station Fax # (651)241-4111

Task II: The second task is to be completed just prior to the procedure.

UOC/RN: Print patient labels and the **Care Summary: Offsite Study (ANW/United)** report to send with patient.