

Physician Education Express



EMTC Virtual Bed/Admission Process

Audience: All Providers

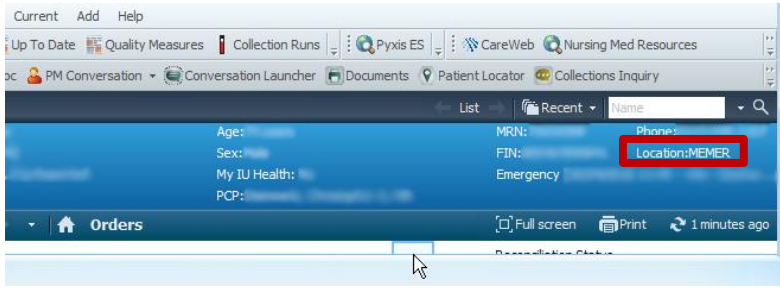
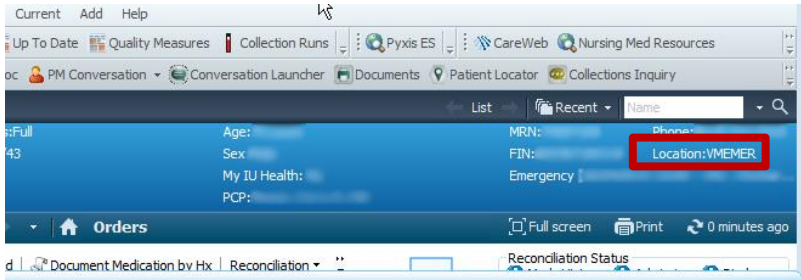
Education Level - **Mid to high level**

Effective Date: November 1, 2016

OVERVIEW

It is very important for patient safety and quality care to wait to enter Admission Orders until after the patient has been placed in a Virtual Bed. Entering Admission Orders before the patient has been assigned a virtual bed results in delays in care, as the tasks sent to groups such as Rehab Services, PT, OT, Speech, etc. do not display in their work lists.

IU Health Virtual Bed Process

Step	Action:
1.	Methodist Hospital EMTC Bed Request / Pink Sheet are completed by EMTC Faculty, Attending Physician, Resident or NP.
2.	Bed Request / Pink Sheet are given to the Unit Secretary.
3.	Patient current location displays as MEMER. The Unit Secretary enters “Decision to Admit” and assigns the patient to a Virtual Bed. 
4.	Admitting Service enters admission orders onto patient in Virtual Bed - location displays as VMEMER 
Note:	Refer to the FIN number to ensure that you are in the correct Virtual Bed encounter.

Highlights

Effective Date:
November 1,
2016

Other Highlight information:

The Methodist Hospital EMTC Bed Request (Form 25737 CH-5629 (Dec15)) must be completed and given to the Unit Secretary to obtain a Virtual Bed before admission orders can be entered into the system.

SUMMARY

You must wait for the Unit secretary to set up the virtual bed after the completed form is delivered. It is essential that the Unit secretary **enters the “Decision to Admit”** and **sets up the virtual bed** (this places the patient in a virtual bed) **before admission orders are entered.**