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## Admission Documentation Overhaul

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## Plan

Improve the Admission Documentation workflow by revamping the Admission Navigator and Functional Health Assessment.

## Do

### August 2020:

- Developed key metrics
- Sent pre-data survey
- Formed an interdisciplinary workgroup

### September 2020:

- Interdisciplinary workgroup met through November 2020
- Reviewed regulatory documentation requirements and best practice build
- Focused on prioritization, re-organization, and removal of duplicates
- Engaged additional stakeholders and content experts (i.e. pharmacy and population health)

## Team Members/Shared Governance

### Team Members:

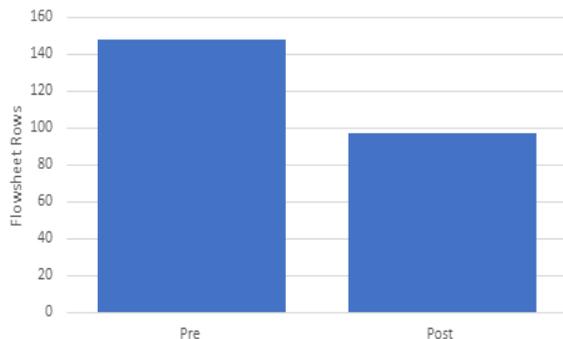
- Clinical Nurses (IP and ED)
- Nursing Leadership
- Nursing Educators
- Care Management (Social Workers and RN Case Managers)
- Dietitians
- Accreditation and Regulatory Officer
- Patient Safety
- Epic Optimizers
- Clinical Informatics
- Epic Build Team

### Shared Governance Committees:

- Clinical Patient Care Committee
- Clinical Documentation Review Committee
- Administrative Patient Care Committee
- Education Committee

## Study

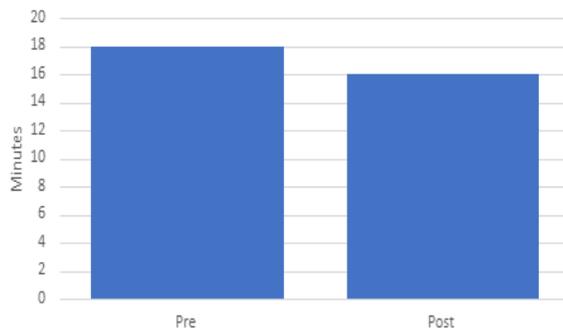
Number of Admission Flowsheet Rows



Likelihood to Recommend CentraCare's Electronic Health Record for Admission Documentation to Other Healthcare Colleagues



Minutes to Complete Admission Documentation on Medical and Oncology



"I feel like everyone is consistent now compared to the past, there is less jumping around while completing an admission."

"The new admission process is much smoother and goes a little faster."

## Act

### Admission Navigator Key Changes:

- Prioritize and Re-organize Sections
- Revised Latex Screen and add within Allergy Activity
- Vaccination screen placed within Immunizations. Hide section for vaccinated patients
- Tobacco and Substance Abuse screen added within Tobacco/Substance History section.
- Infection Screening added within Travel/Exposure screen

### Functional Health Assessment Key Changes:

- Prioritize and Re-structure rows into different groups
- Hide unnecessary rows (i.e. site specific, age specific, already asked somewhere else)
- New Discharge Planning section
- New Nutrition Screening (MST and PNST)
- Updated Valuables group with cascade

### Education:

- Tip Sheets and FAQ sheet
- Optimizer rounding
- Unit Huddles and Leadership Rounding

## Post Go-Live

Met with Overhaul and Staffing Enhancement workgroups for post-go live to feedback.

Post Go-Live updates approved by Clinical Documentation Review Committee:

- Changes to Admission Required Documentation
- Re-arranging of navigator sections.

Emphasized the importance of completing Admission Documentation using the Admission Navigator from top to bottom.