

Discharge Process: Talking Points

With the transition to Epic, users need to be aware of various practice changes relating to discharging patients.

Objectives:

1. Communicate that medication reconciliation is a provider-only responsibility, and that nursing will no longer have access to perform this via telephone. Share this directly with providers and nurses.
2. Educate nursing staff on new hard-stops in the Epic discharge process, and ensure they understand new expectations.
3. Recognize that the After Visit Summary [AVS] in Epic is the same as the blank Discharge Instructions in SCM.
4. Prepare to use managerial overrides for printing the AVS if there is ever an error and report them as incident tickets. Note that leadership monitors override usage.
5. Understand the patient expiration workflow in Epic and how to discharge those patients.

How it Works

- With SCM, nursing only has a hard stop for the discharge order and discharge medication reconciliation. In Epic, the following are required to be completed to print the After Visit Summary [AVS]:
 - Discharge Med Rec
 - Discharge Order
 - Travel and Exposure Screening
 - Vaccinations (if ordered must be given)
 - Interpreter Use (if used, must be documented)
 - NJ Caregiver
- Epic has a concept called Required Documentation which acts as an interactive electronic checklist. One version of this is Discharge Required Documentation containing all elements required as a standard of care for discharging patients. In addition to the hard stops listed above, all items in Discharge Req Doc must be completed in order to print the AVS which includes:
 - Care Planning
 - Medication infusion volumes
 - Four Eyes Skin Assessment
 - MyChart Signup Discussed
 - NJ UTF (if applicable)
 - IP Patient Education
 - Blood transfusion volume (if applicable)
 - Note: There is some variation between specialty units like NICU, L&D/Postpartum, and Psych. To understand more about those variants, use your playground access to see and interact with them.
- Printing the AVS is not a hard stop requirement for discharging the patient from your unit census, though nurses will receive an alert if this is not done when they attempt to do so. The hard stops nurses will receive after printing the AVS and attempting to discharge from the unit census include:

- If expired, the deceased date and time must be documented before discharging from the census. This is entered by providers in a DC as Deceased Navigator.
 - You cannot discharge a deceased patient in the future.
 - You cannot discharge a patient before their admission date/time.
-
- Nurse managers can override the AVS hard stops if documentation is appropriately completed but not identified by the system. This can be done by printing the AVS in a normal fashion as the manager. This is monitored to identify misuse and trends in system breaks.
 - In the event you are discharging an expired patient, there is a dedicated provider navigator and nursing navigator where all required documentation elements are kept. Note that the discharge date and time must match the expiration date and time. Epic will not auto-populate the discharge date and time for you.

Learn More



Learning Home Dashboard: Inpatient Clinical Learning Home Dashboard

Remember – Tip sheets on the Learning Home Dashboard.

The changes identified in this document are significant to your hospital. Please reference the following Tip Sheets:

- IVs and LDAs
- Patient Expiration Workflow
- Patient Pass – Discharge Education

Note that the information on the Learning Home Dashboard is current. If you download or print a copy of the Tip Sheet, it may not reflect the most up to date information. Make it a habit to always view the Tip Sheet within Epic.

Remember



Playground

Once you complete your training, you may access the Epic Playground environment. Use this environment to learn and practice the new Epic workflows.

Focusing on the changes identified in this document will help your hospital in the successful implementation.

As part of the Playground environment, you will have access to the Learning Home Dashboard to learn about other changes

You Can Also



View the Change Video

A demonstration was held and recorded for this workflow. The demonstration is located in

NetLearning for the user to locate and assign to themselves using the “Learning Opportunities (Enroll) button. To locate the recording for this change, and all other recorded demonstrations, search for “Change Management” and select the appropriate demonstration.

Questions can be sent to your informatics representative. If they cannot answer the question, they will partner with you to find the answer with the EpicTogether Team.

Version	Purpose of Change	Author	Date of Change
1.0	Initial Creation	Selena McClinton Jordan Musleh	4/20/2022