

Preparation for Surgery



Audience: Surgeons and Physician Office Staff

Use the **Prep for Surgery** activity to review the patient's consent form, write an H&P note and place orders for surgery, once you decide the patient needs surgery.

Access Prep for Surgery

1. Select the **Prep for Surgery** button on the top of your toolbar.
2. Select a **New** encounter if one does not already exist for the specific DOS or surgery.

The screenshot shows the Epic Hyperspace interface. The top toolbar includes buttons for Patient Lookup, My Cases, **Prep for Surgery** (highlighted with a red box), Remind Me, Personalize, Appts, Provider Search, Rothman Unit/PL, Status Board, and Dragon L. The main window displays a 'Schedule' view for 'Jalapeno, Joshua' with a calendar for January 2020. A dialog box titled 'Encounter Selection for Jalapeno, Joshua' is open, showing a table with columns for Date, Pending Orders, Provider, and Department. The first row is highlighted: 12/19/2019, VITAL SIGNS - T/P/R/BP, ACTIVITY (SPECI..., Reardon, Patrick Ray, MD, SURGERY. Below the table are buttons for 'New' (highlighted with a red box), 'More', 'Accept', and 'Cancel'. A note at the bottom of the dialog states: 'Some encounters might be hidden due to system settings.'

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Place Orders for Surgery Using an Order Set

1. Open the **Order Sets** section, and search for the order set you want in the **Add** field.
Note: You can search by problem, diagnosis or procedure.
2. Select the check box next to the **Order Set** you want to use and click **Open Order Sets**.
3. Click to expand a section or to collapse a section.
4. Select the option or check box next to an item, such as **Case request operating room**, to order it.
5. To add or modify the details for an item you select, click the link that appears under its name. For example, click the **Summary Sentence** under an order to change the dose.
6. **Pre-op Order Sets** will have **Pre Admission Testing** orders at the top of the **Order Set**
7. To add an order that isn't included in the Order Set, scroll to the **Additional Orders Search** heading. Enter the order in the **Search** field or click **Pref List** to browse your preference list.



If this is a lab/test that needs to be collected in **PAT** that is not in the order set, while searching for the order, choose the one with the icon (you may have to select **Facility List** while searching). Open the selected order, select **Clinic Collect** and assign it a **Pre Admission Testing Phase of Care**.


Name	Frequency	Code	Type	Phase of Care	Pref List	Cost to Org
CBC hemogram	Once	LAB294	Lab		HM IP ENTERPRISE L...	
CBC with platelet and differential	Once	LAB293	Lab		HM IP ENTERPRISE L...	

Name	Type	Pref List	Px Code	Resulting Agencies	Cost to Org
CBC hemogram	Lab	HM OP ENTERPRIS...	LAB294	LabCorp, Quest, HMM, HMSJ, HMSL, HMW,...	
CBC with platelet and differential	Lab	HM OP ENTERPRIS...	LAB293	LabCorp, Quest, BioRef, HMM, HMSJ, HMSL,...	

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The screenshot displays a web-based interface for entering laboratory orders. On the left is a navigation menu with options like 'Signed Orders', 'Review Orders', 'Location', 'Order Sets', 'Orders', 'Send Chart', 'CLOSE ENCOUNTER', and 'Sign Visit'. The main area shows a selected order: 'Laboratory: Additional Labs - HMWB, HMSJ, HMSTJ, HMTW'. The specific order is 'Urinalysis screen and microscopy, with reflex to culture'. It includes details such as 'Routine, Expires: 12/11/2020, Clinic Collect, Resulting Agency - HMW DEPARTMENT OF PATHOLOGY AND GENOMIC MEDICINE', 'Specimen Source: Urine', and 'Specimen Site: Clean catch'. The 'Status' is set to 'Future'. The 'Expected Date' is 'Today'. The 'Expires' date is '12/11/2020'. The 'Priority' is 'Routine'. The 'Class' is 'Clinic Collect', which is highlighted with a red box. Other options for 'Class' include 'Lab Collect' and 'HM Draw Station'. The 'Lab' is 'HMW DEPARTME'. The 'Specimen Source' is 'Urine'. The 'Specimen Site' is 'Clean catch'. There are also options for 'Catheterized', 'Cystoscopy', 'Foley', 'Ileal conduit', 'Kidney', 'Koch pouch', 'Ureteral', 'VB1', 'VB2', and 'VB3'. A 'Comments' section is at the bottom with an 'Add Comments (F6)' button and a 'Show Additional Order Details' link.

8. Verify that the pharmacy listed at the top and bottom of the **Order Set** is correct.
*Note: Click **Pharmacy** if you need to update it.*
9. Click **Dx Association** at the top or bottom of the **Order Set** to associate your orders with the appropriate diagnosis.
10. When you're finished, click  **Sign Orders**.