Completing a Pre-Arrival

- 1. Click Pre-Arrival.
- Complete the demographic information and select "WRM" (for adults) or "WRPED" (for pediatrics) in the location field at the top of the form.
- Complete the entire template with information about the ED transfer. The template is in free text format.
- 4. Once the form is complete, click **OK**.
- 5. Verify the Pre-Arrival displays on the tracking board.

NOTE: Changing the location of a pre-arrival is the same process as moving a patient on the tracking board. Double click on the room and select the appropriate room to move the patient into.

tient:	- Add Or	der 📸 Patient Summary Repo	ort 🚰 🚳 Avg LC	OS: 18531:05 Median LOS: 1
S Pre-Arrival form		0		
Last Name Fit	st Name	(2) ocation	Gender MRN	Date of Birth
Test Bo	de	WRM (2)	3	-//
Age Pre-Arrival Type	Estimated Arrival Da		Pre-Arrival User Referri	ing Source
EMS	• 07/13/2016 🕀	▼ 1714 €	Train, Edres 1 🛛 🗸	
Template				
unm pre arrival form 🛛 🐱				
Other Information				
Mode of Arrival:	Transpo	orting Service:		
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t coming from: Name & phone of transferring staff:				
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PowerChart **FAST VIEW**

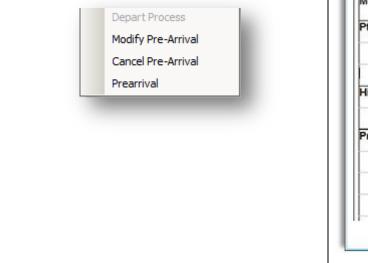


Modifying a Pre-Arrival

- 1. Right click on the **Pre-Arrival** and click **Modify Pre-Arrival**.
- 2. This brings up the Pre-Arrival Form and allows the provider to modify the form.
- 3. Once the form is complete, click **OK**.

Canceling a Pre-Arrival

 Right click on the patient's name and click Cancel Pre-Arrival.



FirstNet Tracking E-D All Beds E-D Main All Beds E-D Peds First Track Manzano Sandia MEC Trauma+Resus E-D Flow Obs Consults E-D Peds Admit E-D Main Waiting Room 👻 Add Order 🎬 Patient Summary Report | 🔓 🤱 🎯 Avg LOS: 18531:11 Median LOS: 18792:14 Total: 72 WR: 2 | Filter: </box Patient: Test, Bob Bed SFL(LOS MRN Age Reason for Visit Name Acui MSE Orders Lab Rad CS Stick NRM Test. Bob . Add Order WRPE 1 Open Patient Chart > WRTR 23 Assign Provider Depart Process Modify Pre-Arrival Cancel Pre-Arrival Prearrival - IOIX R Pre-Arrival For First Name Last Name Location Gender MBN Date of Birth Test Bob WBM (2) -/--/ ÷ • * Pre-Arrival Type Estimated Actival Date Presenting Problem Pre-Arrival User Referring Source Age • 07/13/2016 🕂 • 1714 🗧 EMS Train, Edites 1 8 Template urm pre-arrival form 🗣 Other Information Transporting Service: Mode of Arrival: Pt coming from: Name & phone of transferring staff: 2 History of presenting complaints: Allergies: Current Medications: Prior Medical & Social history: 3 Cancel



Attaching a Pre-Arrival

- When the patient arrives and they are registered, right click on their real name and click Attach Pre-Arrival.
- 2. This will open the pre-arrival attachment window. Select the pre-arrival that you want to attach.
- 3. Click Attach. The pre-arrival will move to the Attached Pre-arrivals window.
- 4. Click Close.

FirstNet Tracking



Patient: TEST, BRAVO - Add Order 🚰 Patient Summary Report | 🧕 🕺 🎯 Avg LOS: 18562:37 Median LOS: 18812:29 Total

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Detaching a Pre-Arrival

- 1. Right click on the patient's name and click **Detach Pre-Arrival**.
- 2. Click Yes.

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