

ON-CALL SURVIVAL DOC

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General Information and Contact Numbers

Pre-Op

- See the pre-op checklist at the end of this doc for things that need to be done on a patient before they can have surgery
- When putting in the pre-op orders in CPRS, go to “orders” then “add order menu” then “pre-op / surgical clinics”, then select all orders out of that menu; don’t forget AM glucose for diabetic pts
- **Scheduling OR time:** x1240, Julie and **Fran**
 - Mondays 1,2,4,5; Fridays 1 and 3
 - Go into R01-VistA; access code is CPRS login; type in SURG and hit enter; R for request operation, then R for op request, 1st letter and last 4 of patient, then just follow through
 - See next page with image or “Scheduling OR time in VistA” page for Cornelius’ written instructions
- **Late Request:** within 1 week of surgery
 - Consults, new consult, OR late schedule request under the surgery section
- **Ordering hardware:**
 - Prosthetics consult→surgical implants→surgical pre-authorization
 - **Orthohelix:** Scott Watson 801-699-4655
 - **Stryker:** Scott Hadley 801-440-0441
 - **Synthes:** Greg Sun 801-643-1288
 - **Arthrex:** Rob Harrison 385-210-6438
 - **Wright/Orthohelix/Orthopro:** John Neff 801-643-8697
 - If need other reps, call OR at IMC/St. Marks and ask for it
- **Call the attending a day or two before surgery to let them know**
 - **Huff:** 435-760-2344
 - **Anderson:** 801-860-1749
 - **Larsen:** 801-922-0544
 - **Young:** 801-339-4295
 - **Hodge:** 801-654-1046
- Make their post-op appointment before surgery day (alert either Dave Tiek or Damon White to the order so the appointment actually gets made), so that the post-op appointment auto-populates into the discharge instructions
- **Day-Of Stuff:** when patient gets to pre-op, do these 2 notes below with surgeon as co-signer (note that when you do the 2 notes, you need to have “surgery non-count” as the visit type, don’t use same day surgery as the visit that it links to)
 - **1st note:** UPDATE (H&P UPDATE)
 - **2nd note:** pod clinic note→then go to templates and select podiatry→to be reviewed→pre-op→fill out the template as the note
 - Listen to heart/lungs, mark toe/foot with initials
- **Ordering a Pain Pump:**
 - If you need help, call pharmacy at x1454
 - Go to service specific orders, then go to “anesthesia” under the surgery inpatient column, then click on “bupivacaine ¼% 300 mL infusor” under the “infusor nerve block” column
 - Then find the anesthesia technician in the OR and tell him/her that you need it

Post-Op

- **Notes/Discharge from PACU:**
 - **Note to do:** Surgery immediate post-op (type “IMMEDIATE” in note type)
 - NOTES HERE ALSO GO UNDER THE “SURGERY NON-COUNT” VISIT, NOT SAME DAY SURGERY
 - Order pain meds, nausea → order these before doing the discharge instructions so they auto-populate into the discharge instructions
 - Discharge instructions (type “DISCHARGE” or “INSTRUCTIONS”) – choose the “surgery discharge instructions (short)” option
 - Text discharge order to nurse

Admitting/Discharge a Patient to/from Pod Service

- Get bed, call house supervisor (CNO – chief nursing officer) – x1006
- Go to orders tab in CPRS and select “write delayed orders” then select “add order menu” then do surgery/SICU then write all the orders
- To transfer outpatient meds to inpatient meds, go to meds tab then select the outpatient meds you want them to have as inpatient, then click “action” up at the top, then select “transfer to inpatient medications” then it’ll bring all the outpatient meds you selected into inpatient
- If you’re not giving the patient IV fluids, text order to nurse to “hep lock the IV”
- When discharging, don’t forget to d/c the catheter if they have one in

Voicemail

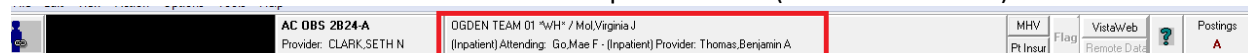
- You are in charge of answering the voicemail for the residents. There is a pink sticky-note above the voicemail phone that has the password (20522052). You pick up the phone, press the little mail button (if there’s new voicemail, it’ll be lit-up), and follow through the prompts, putting in 20522052 as the password when prompted.

Inpatient Consults

- Always click on the box to the right of their name box (where it says where they’re located on the floor), and go to “new visit” and change the visit to IPS Podiatry – this will make it so the encounter information is for inpatient services so you can do the encounter correctly

Contacting Residents/Interns for Inpatients

- Click on the box in CPRS that shows who their providers are (see red box below)



The screenshot shows a patient information bar in CPRS. On the left, there is a small icon of a person. To its right, the text reads "AC OBS 2B24-A" and "Provider: CLARK,SETH N". A red rectangular box highlights the text "OGDEN TEAM 01 *WH* / Mol/Virginia J (Inpatient) Attending: Go,Mae F - (Inpatient) Provider: Thomas,Benjamin A". To the right of this box are several icons: "MHV", "Pt Insur", "Flag", "VistaWeb", "Remote Data", and "Postings".

- Clicking on that will show who the attending and intern are
- To page them, click “tools” then select “smartweb”; you will get taken to an internet page where you then search for the intern and then click the little pager button to send them a page
- If the above way doesn’t work, you can always look on the white board in 2B and see who their intern is and what team they’re on and then use the numbers below to try to contact the team room

WARDS	Ext.	Location
2-East	1780	2
2-West	1699	3
PU	1830	B 3
MICU	1725	2
SICU	1630	3
TELEMETRY	1002	2
Emergency Room	1401, 1402, 1403 1405, 1205, 1404	G G

TEAM / REPORT ROOMS	Ext.	Location
B-Hall Report Room	2618	2B22
C-Hall Report Room	4109	2C08
Team 1	1616, 1609, 1626	2B21
Team 2	2652, 4383	2C25
Team 3	2605, 2606	2D09
Team 4	4373, 4374, 4378	2B08

Dictation

- **Number:** 888-322-2213; when you call to set it up, you can ask them to set up your “emdat mobile” account so that you can dictate using the app on your phone – they need to give you the temporary password; when you go to login to the app, the “login” is your last 4 (or whatever 4 digit number they tell you is your login ID), the password is the one they have to email to you (which you can change), and the “client” is “VA19SLC”; note that to change the password, you’ll have to go to the website of emdat, you cannot change the temp password they give you within the mobile app
- See “Dictation” page for the instructions

Dictation

1. #6016
2. site ID 3660
3. user ID last 4
4. 991#3#
5. Pt social

Implants
 Consults
 Prosthetics
 Surgical Implants
 Req for Pre Authorization

Late OR Request
 Add Order Menu
 Surg/SICU
 OR Late Schedule Request

OR Request
 Vista Go To Vista
 Surg 1. SURG
 Surg 2. R
 AS 3. R
 AS 4. Date desired
 Name 5. Select Patient (x0000)

Pre Op Notes
 H&P Surgery Update
 Podiatry Clinic Note - Same day non count

Post Op Notes
 Surgery Immediate Post Op
 Discharge Instructions
 Pain Meds
 Text Discharge Order to Nurse

Nail Avulsions
 RTC on Mondays
 C/D/I
 Doppler Digit - ¾ Pulses Necessary
 INR 2-3 or cancel if on anticoagulation
 AIC > 8 cancel
 Smoking = cancel
 Prosthetic Joints - Ask if they take abx for dental procedures

Handwritten notes on the right side of the page:

- 1 Play
- 2 Record/Ans
- 3 Remind
- 4 Stop
- 5 ~~End Job~~ Finish Start
- 6 End Job
- 7 Fast Forward
- 8 Beginning of Job
- 9 Disconnect
- 0 Help

Handwritten notes on the left side of the page:

ensure to input vista, gives options

Go Surgical Specialty
 1/2 is Podiatry

- Power

Scheduling OR Time in Vista

- Vista - Caps lock ON
- Vista Op Request
- Surg ~~Request~~ → ~~Med~~
- R - Request OP
- R - " "

SPD
TPS = Power equipment

PT - A1234

Date → more than one week

Specialty → Pod

Admission Status - I - inpatient → Hit ?
o - outpatient

CPT - skip

Case Length - Total time in room

Pre ad test skip

Case schedule E - Elective

Post-OP care - Outpatient - W-ward Si SICU

Anesthesia - Gen or Mon

Wound - D - Dirty Clean Infected

Y at end for free text

F I + E → when you don't know what else to push

4
5
6
7
99
991
992
DIC
1 - F
2 - R
3 - R
m
4 - St
5 - En
rec
6 - Enc
7 - Fas
8 - Beg
9 - Disc
0 - Help
- Prio
NOTE: SAV
VAN
After Busi

Dictations

- 888-322-2213 is the phone number to call to dictate, unless you use the “emdat” mobile app
- To set up account for dictations, call 801-582-1565
- when you call to set it up, you can ask them to set up your “emdat mobile” account so that you can dictate using the app on your phone – they need to give you the temporary password; when you go to login to the app, the “login” is your last 4 (or whatever 4 digit number they tell you is your login ID), the password is the one they have to email to you (which you can change), and the “client” is “VA19SLC”; note that to change the password, you’ll have to go to the website of emdat, you cannot change the temp password they give you within the mobile app

WORKTYPES:

To dictate: 888-322-2213

1 – Inpatient Note	8 – Medicine H&P
2 – Operative Report	9 – Surgery H&P (STAT)
4 – Discharge Summary	12 – Psychiatry H&P (STAT)
5 – HBPC Discharge	24 – Clinics/Clinical Procedures
6 – HBPC (Home Health)	25 – Consultations
7 – STAT	26 – Letter

99 – ECU - Attending
991 – ECU - Residents w/Co-sign
992 – ECU - ECU - PA w/Co-sign

DICTIONATION KEYPAD CODES:

1 – Play
2 – Record/Pause
3 – Rewind (rewinds for approx. 3 seconds and automatically begins replay.)
4 – Stop
5 – End Current Report and Start New Report without redialing. (Job confirmation # will be heard)
6 – End of Job
7 – Fast Forward
8 – Beginning of Job
9 – Disconnect (Job confirmation # will be heard)
0 – Help
– Priority/Mark STAT

NOTE: SAVE VERIFICATION NUMBER FOR DICTIONATION CONFIRMATION

For Assistance Call:
VAMC Transcription Unit: 801-582-1565, ext. 4422 or 1619
After Business Hours: Genesis Government Solutions, 1-877-447-8897

DR. [REDACTED]
Nurse Teri Vaughn
LPN Tina Hummell
MSA Jessie Salazar
MSA Anna Weber

- **Master template for dictations:**

MASTER TEMPLATE FOR DICTATION

Date of Operation: *****

Patient Name: *****

MRN or SS #: *****

Surgeon Name (spell): Dr. *****, DPM

Assistant (spell): Dr. *****, DPM

Preoperative Diagnosis: *****

Postoperative Diagnosis: Same

Procedure: *****

Anesthesia: ***** sedation with local anesthesia

Hemostasis: *** tourniquet at **** mmHg for *** minutes

Estimated Blood Loss: Minimal (<5 cc)

Materials: (screws, grafts, suture, pins, etc – foreign objects)

Injectables: ****cc of 0.5% Marcaine plain and ****cc of 1% lidocaine plain.

Condition: VSS/VSI

Complications: None

Indications for Procedure: Patient with diagnosis of *****. Patient attempted and failed conservative treatment. Patient gave informed consent after lengthy discussion of risks, benefits, indications, and alternatives to surgery. No guarantees were given or implied. Patient understands and desires surgery. It is with this understanding that we proceed.

Pre-procedure Info: Patient was placed in a ***** position with a tourniquet placed on the **** but was not inflated yet. A timeout was performed in which identification of the correct patient, procedure, location, and materials was done. MAC sedation was performed and a local block was placed at the *****. The foot was then prepped and draped in the normal sterile fashion. The foot was exsanguinated and the tourniquet was inflated to ***** mmHg.

Procedure Dictation: (INSERT DICTATION HERE)

Postoperative Info: Patient tolerated the above-noted anesthesia and procedure well and was transferred to the PACU with Vital Signs Stable and capillary refill time intact to all digits. Post-operative directions were dispensed both written and oral. CAM boot was fitted and dispensed as well Rx for pain medication. Patient was given the number to the clinic and instructed to call if there is an abnormal amount of pain, swelling, bleeding through the dressings, drainage, or acute signs of infection. Patient will return to clinic on the next Thursday for first post-op appointment.

List of Lengths of Common Procedures

List of Surgeries, length

- I & D 1 hours
- TMA 1.5 hours
- Choparts 2 hours
- Toe amp 1 hour
- Lapidus 2 hours
- 1st MTPJ fusion 2 hours
- Heel procedure for Bunion 1.5 hours
- Hammertoe repair 1 hour
- ~~M~~erectomy 1 hour
- ORIF 5th met fx 1.5 hours
- Calcaneal plate for fx 3 hours
- Peroneal tendon repair 1.5 hours
- TAL or Gastroc recession add 20 minutes
- Haglund's excystomy 1.5 hours
- Triple arthrodesis 4 hours
- Subtalar arthrodesis 2.5 hours
- Ankle scope / OCD 2.5 hours
- drilling 2.5 hours
- Calc slide / Brostrum 2.5 hours
- Ankle fracture Unimalleolar 1.5 hours
- " " Bimalleolar 2 hours
- Lisfranc reduction 2.0 hours
- Mid foot fusion 3 hours

Bone Stimulator
contract at VA -

~~Anterior blocks
conducted a course; No done on Unit 4
in the interval met
ext 4/8/10~~

Telephone Numbers (VA Extensions)

- **ED Number:** 801-584-1205

CNO 1006
D. analysis 5296

TELEPHONE NUMBERS

Body Dept 339-2511

DEPARTMENTS	EXT:	DEPARTMENTS	
AMU	2249	Ward 3A In-pt Mental Health	1830
ACUTE MED	1780	Ward 3 W Short Term In-pt	1699
MICU	1725	X-ray	1225
SICU	1630	Echo Cardiogram	2404
Tele	1002	CT Scan	2364
Ward 2 East	1780	MRI	2354
Women's Clinic	5414	Ultrasound	2359
Plastic Surgery	1600	Interventional Radiology	2033
General Surgery	1786	Radiology Scheduling	1583
Same Day Surgery	2510	EEG/EMG	4585/1769
Vascular Surgery	1786	Pharmacy In pt	1454/1455
Neuro Surgery	2568	Pharmacy Out pt	1382
ECU/ER	1405	Pharmacy Discharge	2168
Cardiology	4891	Pain Clinic	4942
Blood Draw/Lab	4547	Occupational Therapy	1597
Lab-Bacteriology	1471	Physical Therapy	ipt 1424 1575
Lab-Chemistry	1473	Podiatry	4800
Lab-Microbiology	1474	Prosthetics	1220
Lab-Pathology	1261	Home Oxygen	5260
Pulmonary	2569	Pulmonary Lab	1238
Social Work	1228	Wheelchair Clinic	2670
Mental Health	1255	Housekeeping pager	339-9767
Chaplain Service	1587/4280	Phone Help	5892
Centralized Scheduling	2575	Computer (IRM)	1293/4190
Hoptel	1983/2646	Payroll	2307
Patient Safety	2611	Clothing Room	1442
Patient Advocate	4014	Food svc-kitchen	1023
Blue Clinic	2575	Escort Svc.	1598
Decedent Affairs	1432	FEE BASIS	1259
Records	1258	DAV VAN	2003
Patient Rep.	1900	Police	1414
Employee Health	1202	Fire	4400
Laundry	1063	Engineering Svc	1210
Canteen Svc/Store	1094/2199	Credit Union	583-5015

Nurse stations: 4893 / 4895 / 4862 / 4873 / 4617
 Tx Rooms: 1=1124, 2=1137, 3=1130, 4=1100, 5=1190, 6=1148, 7=1141
 2=1150, 4=1151, 10=1152
 J estac = 1175 / 1176 / 4800
 Young = 1644
 Hodge = 1622
 Residents = 2069 / 2065 / 1666 / 1688
 3W adm. Hngs: 7757
 CRPS - 1654
 FEAR 2652
 Vase Lab 1544

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Pre-Op Checklist

Name: _____ Age: ___ yo Last 4: _____ DOS: _____

Phone: H: _____ Cell: _____ Residence: _____

Procedure(s): _____ Case Length: _____

Pre-Op Diagnosis: _____ Allergies: _____

Pre-Op H&P Performed by/Date of H&P: _____

Checklist:

- Consent Signed: Date: _____ Consented for: _____
- Meds Needing Stopped/Started Prior to Surgery (circle start or stop below)
 - Start/Stop Med: _____ # of Days Prior to Surgery: _____
 - Start/Stop Med: _____ # of Days Prior to Surgery: _____
- Labs: Recent Labs (<1 month): CBC, Chem 14, other appropriate labs
- Physical Therapy Consult for Crutch Training: Date Completed: _____
- Same Day Surgery: Date Completed/Cleared: _____
- EKG (also check if N/A): Date: _____ Abnormalities: _____
- CXR (also check if N/A): Date: _____ Abnormalities: _____
- Cardiac Clearance (if needed, check if N/A): Date Cleared: _____
- MH Consult for Amputations (check if N/A, if offered, or if consult placed)
- Plan for Anesthesia (circle one): MAC / General / Regional/Spinal Block
- Prophylactic Abx: _____
- Post-op Appointment Scheduled: Date: _____
- Post-Op Pain Management: _____
- Post-OP NWB (amount of time, method): _____
- Post-Op Care (circle one): Outpatient / Inpatient (admit to _____)
- OR Time Requested: Date of Request: _____
 - Order blood for amp (type and screen)
- Hardware/Instruments Requested
 - Hardware: _____
 - Rep/Phone: _____

NOTES: _____
