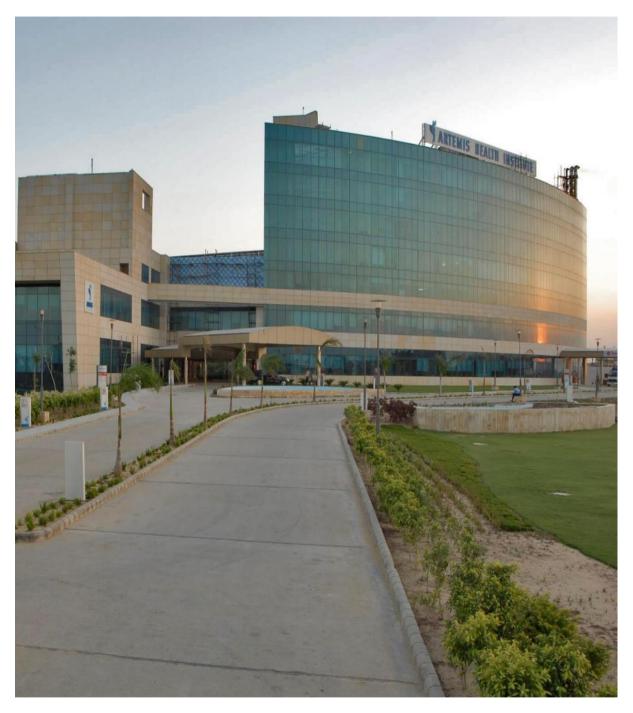
## **Artemis Health Institute**

## Gurgaon



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# **SUMMARY**

An OT is that specialized facility of the hospital where life saving or life improving procedures are carried out on human body by invasive methods under strict aseptic conditions in a controlled environment by specially trained personnel to promote healing and cure with maximum safety, comfort and economy.

The Operating Theatre (OT) module maintains operation theatre reservation schedules, waitlists, generates notification list, permits operation registration and records postoperation details including time, actual procedures done, personnel attending etc. It generates valuable utilization statistics. Operation Theatre Booking helps in scheduling the Operation Theatre.

Operation Theatre number, scheduled date and start time of the operation, expected duration, surgeon and procedures to be done are specified at the time of booking. In case, theatres are not available for a preferred date, then the patient can be waitlisted for that day. As soon as a slot gets vacant for that date, the system prompts the user to get the waitlisted patient to the vacant slot. You need to give an appropriate reason to cancel / transfer your booking. After each booking, the system generates a booking slip. Based on the bookings made, the system generates a notification list for each Theatre giving details of the scheduled operations.

The implementation of HIS can succeed if the following two conditions are met

• A consistent organization of people and processes

• A clear choice for the establishment of infrastructure (hardware & software) backed up by financial investment.

What if staff could instantaneously identify the whereabouts of any given patient, at any time, as he travels from pre-op to post-op? Or what if when a patient is booked for surgery and the surgeon's name is entered into the system, the booking automatically called up and allocated the surgeon's preferences for that specific type of operation – everything from assisting staff to surgical equipment and even music?

The Operating Theatre Management module provides a comprehensive tool that can be used in a single day surgery unit, private hospitals or large, public, enterprise-wide organizations. This module enables the coordination and efficient management of the theatres, resources, and clinical staff. The coordination and management of daily planning and activities can be based on a centralized or decentralized booking environment. It also provides the clinical and non clinical teams with clinical, location, administration, and billing functionality – where all users have access to the theatre in real time.

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# **INTERNSHIP REPORT**

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#### **ABOUT ARTEMIS**

**Artemis Health Institute** is a 260 bed, state-of-the-art Multi Super Specialty Tertiary care hospital established in July 2007, and located at Gurgaon, in the National Capital Region of New Delhi, India. Designed as one of India's most advanced hospitals, 'Artemis Health Institute' provides a depth of expertise in the complete spectrum of advanced medical and surgical interventions with a comprehensive mix of inpatient and outpatient services.

A sprawling campus of 9 acres has the potential of adding 300 more beds taking the total bed strength to 560. The medical practices and procedures followed at the hospital are research oriented and benchmarked against the best in the world. The hospital delivers world-class services in a warm, open and patient centric environment. The hospital is dedicated to provide the best in healthcare with affordability as the prime focus.

The hospital handles close to 200,000 patients a year, out of which 12,000 are international patients. International patients come to 'Artemis Health Institute' from the USA, UK, Europe, Middle East, Australia, Yemen, Africa and CIS countries, among other countries.

#### Highlights

- Artemis Health Institute, Gurgaon was awarded as the most promising start-up healthcare company of the year 2007, at 'the Healthcare Excellence Awards 2008' organized by The Express Group and Express HealthCare.
- One of the papers less hospital in India, to have full blown Electronic Hospital Information System.

• Accredited by National Accreditation Board for Hospitals & Healthcare Providers was executed in 11 months.

#### VISION

'Artemis Health Institute' aims at creating an Integrated World-class Healthcare System, fostering, protecting, sustaining and restoring health through best in class medical practices and cutting edge technology developed through in depth research carried out by the world's leading scientific minds.

#### MISSION

- Its Mission delivers world class patient care services.
- Excel in the delivery of specialized medical care supported by comprehensive research and education.
- Be the preferred choice for the world's leading medical professionals and scientific minds.
- Develop, apply, evaluate and share new technology.
- Be an active partner in local community initiatives and contribute to its well-being and development.
- Networking with other organizations to promote health and wellness in society through education, preventive checkups and community outreach programs.

#### **CORE VALUES**

The Corporate value system at 'Artemis' is founded on CREATE:

- Care for Customer. -Respect for Associates.
- -Excellence through teamwork. -Always Learning.
- -Trust Mutually.

-Ethical Practices

#### **Floor Directory**

#### **Ground Floor**

- Admission •
- Blood Bank •
- Radiology •
- Emergency •
- Surgical day care •
- **IP** Cashier •
- Phlebotomy •
- Lab services •
- Physiotherapy •
- Pharmacy •

## **First Floor**

- **Operation Theaters**
- Cath Labs •
- Day Cares •
- Surgical ICU
- Bed No. 2101 2108
- **Medical ICU**
- Bed No. 2109 2117
- Bed No. 2136 2141 •
- **Isolation Room** •
- Bed No. 2128 2130 •
- **Bronchoscopy Room** • Bed No. - 2131
- •
- HDU •
- Bed No. 2160 2163 •
- NICU
- Bed No. 1107 1117 •
- LDR

## **Second Floor**

- **PICU** •
- Bed No. 2201 2225 •
- **Medical ICU** •
- Bed No. 2241 2242
- Administration

#### **Third Floor**

- **Standard Single** •
- Bed No. 2301 •
- Bed No. 2327 •
- Bed No. 2328 •
- **Twin Sharing Room** •
- Bed No. 2302 2305 •
- Bed No. 2323 2326 •
- Bed No. 2329 2348 •
- **Economy Room** •
- Bed No. 2306 2322 •
- **IP** Cashier •

## **Fourth Floor**

- Standard Single
- Bed No. 2427-2429
- Bed No. 2401
- Twin Sharing Room
- Bed No. 2402 2426
- Bed No. 2431 2438
- Bed No. 2443 2448
- Sleep Lab

## **Fifth Floor**

- Standard Single
- Bed No. 2501
- Executive Single
- Bed No. 2502 2505
- Bed No. 2510 2526
- Deluxe Room
- Bed No. 2506 2509

#### Sixth Floor

- Nursing Administration Office
- Executive Single
- Bed No. 2602 2605
- Bed No. 2610 2614
- Standard Single
- Bed No. 2615 2616
- Deluxe Room
- Bed No. 2606 2609
- Executive Suite
- Bed No. 2640 & 2650
- Presidential Suite
- Bed No. 2620 & 2630

## Basement

- Oncology Department
- MRD
- Housekeeping Office
- Laundry
- Dialysis unit
- IP Pharmacy
- Cafeteria
- Security Office
- Biomedical Office
- Endoscopy
- Laboratories
- Executive Office

Specialty	Diagnostic	Therapeutic Day Care Procedures	Special Programmes and clinics
-Bariatric Surgery	-Imaging Services	-Aesthetic	-Artemis Health
-Critical Care,	64 Slice CT	Medicine	and Wellness
Pulmonology & Sleep	3 Tesla MRI	-Ambulatory	Programme
Medicine	PET CT	Care Services	-Health @ Work
-Emergency Medicine	BMD (DEXA)	-Chemotherapy	Programme
-ENT	Mammography	-Dentistry	-Artemis Breast
-General and	4D Ultrasound	-Dialysis	Clinic and Pain
Laparoscopic	4D Colour Doppler	-Endoscopy	Clinic
Surgery	Digital X-Ray	-Invasive	-Artemis Maternity
-Internal Medicine	Flouroscopy	Cardiology	Program
-In Vitro Fertilization	-Laboratory Services	(Angiography &	-Artemis Heart
(IVS)	-Neuro Lab NCV,	Angioplasty)	Club
-Neonatology	EEG, EMG	-Therapeutic	-Artemis Allergy
-Obstetrics &	-Non-Invasive	Imaging	Clinic
Gynaecology	Cardiology stress	-LASIK Laser	-Artemis Stroke &
-Ophthalmology	Echocardiolography	-Bronchoscopy	Epilepsy Clinic
-Paediatrics &	TMT, Holter		-Sleep Lab
Paediatric Surgery	-Nuclear Medicine		
-Psychiatry	(Gamma Camera)		
-Physiotherapy and			
Rehabilitation			
-Nephrology &			
Urology			
	-Critical Care, Pulmonology & Sleep Medicine -Emergency Medicine -ENT -General and Laparoscopic Surgery -Internal Medicine -In Vitro Fertilization (IVS) -Neonatology -Obstetrics & Gynaecology -Obstetrics & Gynaecology -Ophthalmology -Paediatric Surgery Paediatric Surgery -Psychiatry -Physiotherapy and Rehabilitation -Nephrology &	-Bariatric Surgery -Critical Care, Pulmonology & Sleep Medicine -Emergency Medicine -Emergency Medicine -ENT -General and Laparoscopic Surgery -Internal Medicine Internal Medicine In Vitro Fertilization (IVS) -Neuro Lab NCV, -Neuro Lab NCV, -Neuro Lab NCV, -Neuro Lab NCV, Sergery -Distetrics & Cardiology stress -Ophthalmology -Paediatric Surgery -Physiotherapy and Rehabilitation -Nephrology & -Neuro Lab NCV -Nuclear Medicine -Nuclear Med	Pay Care Procedures-Bariatric Surgery-Imaging Services-Aesthetic-Critical Care,64 Slice CTMedicinePulmonology & Sleep3 Tesla MRI-AmbulatoryMedicinePET CTCare Services-Emergency MedicineBMD (DEXA)-Chemotherapy-ENTMammography-Dentistry-General and4D Ultrasound-DialysisLaparoscopic4D Colour Doppler-Endoscopy-Internal MedicineFlouroscopyCardiology-Internal MedicineFlouroscopyCardiology-Internal MedicineFlouroscopyCardiology-Invitro Fertilization-Laboratory Services(Angiopraphy &-NeonatologyEEG, EMG-Therapeutic-Obstetrics &-Non-InvasiveImagingGynaecologyCardiologr stress-LASIK Laser-OphthalmologyFchocardiolography-Bronchoscopy-Paediatric Surgery(Gamma Camera)-Physiotherapy and-Physiotherapy andFanal Action-Investing Action-Nephrology &Imaging Camera)-Investing Action-Physiotherapy andFour Action-Investing Action-Physiotherapy and-Investing Action-Investing Action-Physiotherapy and-Investing Action-Investing Action-Physiotherapy and-Investing Action-Investing Action-Physiotherapy and-Investing Action-Investing Action-Physiotherapy &-Investing Action-Investing Action-Physiotherapy Action-I

## Services at Artemis Health Institute

## **Staffing of Inpatient Department**

Nursing Ratio ICU's	1: 1 24 Hrs.
Nursing Ratio Wards	1: 5 24 Hrs.
Nursing Ratio Deluxe/Suites	1: 2 24 Hrs.
Two Team Leaders	24 Hrs. (Each Floor)
Nursing supervisors	Morning Hours one for Each Floor & one for
	Evening and night.
3-5 Housekeeping Boys	Morning/Evening (Night One Only) each Floor
4-5 GDA, (Male & Female)	Morning/Evening (Night One Only) each Floor
One Housekeeping supervisor	Morning/Evening (One for Two floors) each
Floor.	
One GDA supervisor	Morning/Evening (One for Two floors) each
	Floor.
Night Manager (Admin.)	For Night.
In-house Medical Officer	24 Hrs. (each floor)
Anesthetist on call	24 Hrs.
Billing (Patient care services)	One for each floor during day.
Two common IPD billing at night he	ours.
Guest Relation Officers	During Day time.

#### **HOSPITAL INFORMATION SYSTEM**

Hospital Information System (HIS) is comprehensive, integrated information systems designed to manage the medical, administrative, financial and legal aspects of a hospital and its service processing.

In Artemis Hospital Information System is of iSoft CSC Company. Firstly, 5 X versions were there but from January 2012 the updated 10X version was implemented.

All modules covered under this HIS except Operation Theatre module and Dietary module.

#### **HIS Overview**

Name of few modules of iSoft HIS are mentioned below:

- Patient Management
- Patient Billing
- Clinical Access
- Inventory Management
- Pharmacy Management

The main module for doctor and nurse is Clinical access (CA). The responsibilities are different for different department like for medical services, cardiology, oncology etc.

Initially received training on HIS which included front end and back end operations. The front end operations included patient verification, clinical history of patient, order entry, vitals entry, pharmacy and all. Verification process for inpatient, outpatient, and emergency drug orders were taught. The back end operations included drug build up, mapping of the drugs.

Oracle Database is there in Artemis. The Oracle RDBMS stores data logically in the form of table\_spaces and physically in the form of data files ("datafiles"). Table spaces can contain various types of memory segments, such as Data Segments, Index Segments, etc. Segments in turn comprise one or more extents. Extents comprise groups of contiguous data blocks. Data blocks form the basic units of data storage.

SAP is interlinked with HIS. In SAP, Artemis manages the Material management (MM) and Finance and control (FICO).In material management they manage the purchase or I say inventory.

Firstly they create a master in SAP. These ares-

- Material master / Item master
- Supplier master(vendor)
- Purchase information record

These masters automatically come in HIS and by pulling and posting process data is transferred from HIS to SAP and SAP to HIS.

#### **MY DUTIES**

After receiving the general training on HIS, I go through the hand-on process on training server of HIS. After this, I gave training to practitioner and nurse and some trainees also. Also support to IT team in day by day come error in different department of hospital.

Some tasks done by me -

- Creation of ID of doctors and nurses.
- Giving Rights to the users
- Solving daily come error so work as support member for HIS team

Mainly errors come in the pharmacy and billing module.

Some error like-

- Check-out of patient not happen so encounter ID not generated when patient come next time.
- Expiry of drugs
- Return of drugs
- System automatically charges some drugs which were previously returned.

#### **Reflective Learning**

- Practical issues after Go live stage.
- The various risks and benefits of change management
- The basic workflow of hospital via HIS
- Various soft skills and analytical sessions which were being conducted so as to develop a good understanding between the company and the client.

#### **Benefits of HIS**

- Easy Access to Patient Data to generate varied records, including classification based on demographic, gender, age, and so on. It is especially beneficial at ambulatory (out-patient) point, hence enhancing continuity of care. As well as, Internet-based access improves the ability to remotely access such data.
- It helps as a decision support system for the hospital authorities for developing comprehensive health care policies.
- Efficient and accurate administration of finance, diet of patient, engineering, and distribution of medical aid. It helps to view a broad picture of hospital growth.
- Improved monitoring of drug usage, and study of effectiveness. This leads to the reduction of adverse drug interactions while promoting more appropriate pharmaceutical utilization.
- Enhances information integrity, reduces transcription errors, and reduces duplication of information entries.

# **DISSERTATION REPORT**

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#### IMPLEMENTATION OF OPERATION THEATRE MANAGEMENT MODULE

#### 2.1 PURPOSE OF THE PROJECT

To successfully implement the operation theatre module in Artemis health Sciences.

#### **2.2 MY OBJECTIVE**

- Analysis of the existing workflow of Operation Theatre
- Create and select the different masters for Operation Theatre module
- Testing of the workflow by using that masters
- User acceptance test via Functional Acceptance Test

Problems-

• Practitioners are not ready to use any system because they think it's the time consuming process to enter patient details, order of any surgery or any information.

#### **2.3 SCOPE OF THE PROJECT**

Firstly in Artemis when HIS implemented in 2007, OT module also implemented but its remove back because of time consumption by practitioners to enter details. Previously the system works on Surgeon basis.

Now we modify the workflow and now the process base on theatre not surgeon.

The Operating Theatre (OT) module maintains operation theatre reservation schedules, waitlists, generates notification list, permits operation registration and records postoperation details including time, actual procedures done, personnel attending etc. It generates valuable utilization statistics. The different users for OT are-

- OT manager
- Circulating nurse
- Anaesthetist
- Operating surgeon
- Assistant surgeon

#### **OT User Roles**

#### OT MANAGER

- View Booking Details
- View Consent details
- Cancel Checked-in Cases
- Reschedule
- Administrative Function for All Charges

#### **CIRCULATING NURSE**

- Check-in to Recovery Area / Document
- Record Nursing Notes
- Surgery History
- Anaesthesia History
- Patient History
- View Booking Details
- View Consent details
- Check-Out from OR
- Swab Count Form
- View Checklist details
- Instrument Count

#### ANAESTHETIST

- Record Intra-Anaesthesia Details
- Record Post Anaesthesia Details
- Surgery History
- Anaesthesia History
- Patient History
- View Booking Details
- View Consent details
- Link Orders

#### **OPERATING SURGEON**

- Record Surgeon Notes
- Surgery History
- Anaesthesia History
- Patient History
- View Booking Details
- View Consent details
- Link Orders

#### ASSISTANT SURGEON

Record Surgeon Notes Surgery History Anaesthesia History Patient History View Booking Details View Consent details

Please note that the Master Patient Index (MPI) module must have been installed and the basic patient details set up for the proper functioning of the OT module. Other modules that interface with Operation Theatre module are Inpatient Management (IP), Patient Billing (BL), Order Entry (OR) and Clinician Access (CA) modules.

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## 2.4 LITERATURE REVIEW

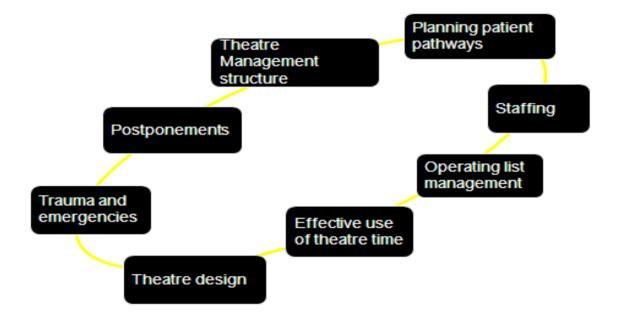
#### 2.4.1 INTRODUCTION of Operation Theatre

An OT is that specialized facility of the hospital where life saving or life improving procedures are carried out on human body by invasive methods under strict aseptic conditions in a controlled environment by specially trained personnel to promote healing and cure with maximum safety, comfort and economy. $(^{1,2,3)}$ 

The operation theatre complex consists of four main systems,

- Surgical support system (the environment)
- Traffic and commerce (the activities)
- Communication and information (the records)
- Administration (the management)

#### **KEY ELEMENTS**



The Operation Theatre module contains information about the availability of all the theatres, and Consumables/Tools. Scheduling of operations is the main function of this module. Various departments give the requisition for an operation theatre. Various Records covered by this module are as follows:

- **Operation Theatre Scheduling:** Allows the allotment, cancellation and rescheduling of Operation theatres.
- **Raising and validating an operation:** The operations scheduled have to be validated by the senior surgeon.
- **Preparing an operation dossier:** The dossier for each operation is prepared by the system once the senior Consultant validates the operation.
- Entering Operation record: Assists in entering and validating the detailed Operation record.
- Entering Anesthesia record: Assists in entering and validating the detailed Anesthesia record along with the provision for maintaining Post-op progress.

This module has every feature required to perform all the clinical and administrative functions of the operation theatres and generates activity/efficiency reports related to it. This Module provides information on Operation Schedules, Operation Notes from Nurses, Anesthetist and Surgeons. It maintains Surgical and Medical Stock information. The System provides facility for advance booking and fixing Patient Appointments for Surgery. All concerned can generate daily Surgery schedule in advance for necessary action. ( $^{14, 4, 6}$ )

What if staff could instantaneously identify the whereabouts of any given patient, at any time, as he travels from pre-op to post-op? Or what if when a patient is booked for surgery and the surgeon's name is entered into the system, the booking automatically called up and allocated the surgeon's preferences for that specific type of operation – everything from assisting staff to surgical equipment.  $(^{8,9})$ 

The Operating Theatre module provides a comprehensive tool that can be used in a single day surgery unit, private hospitals or large, public, enterprise-wide organizations. This module enables the coordination and efficient management of the theatres, resources, and clinical staff. The coordination and management of daily planning and activities can be based on a centralized or decentralized booking environment. It also provides the clinical and non clinical teams with clinical, location, administration, and billing functionality – where all users have access to the theatre in real time.( $^{10}$ )

The operating theatre is based on whole system thinking and includes a whole of hospital perspective on effective and efficient theatre utilisation.

Goals

Key elements to efficient use of operating theatres are:

- Effective management
- Good communication
- Well trained staff
- Appropriate facilities and equipment
- Operational layout that allows flow of patients.

Support services play a large part in maximising efficiency by providing:

- Pre-operative preparation and assessment
- Available beds
- Sterile theatre equipment
- Portering, cleaning and maintenance staff.
- Effective planning and scheduling systems will enable smooth patient flow thus increasing capacity, improving patient and carer experience, improved employee satisfaction and morale. (<sup>14,16</sup>)

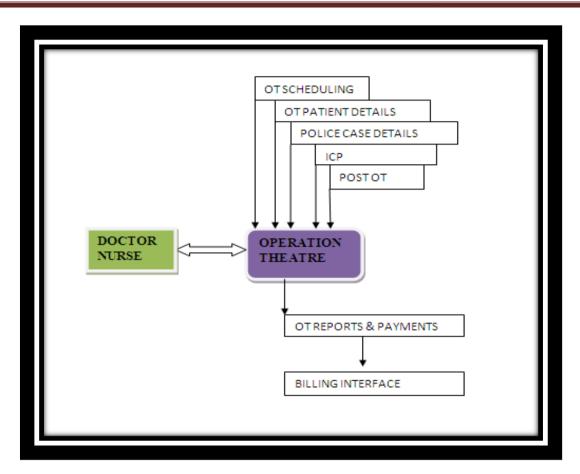
#### 2.4.2 DIFFERENT MODULES IN OT MANAGEMENT SYSTEM-(<sup>15</sup>)

#### **OT BOOKING:**

This feature allows to book operation theatre for a particular patient on a date & specified time. One can choose operation theatre allocated for a particular surgery with the help of IP/OP no. or Unique ID no.

The Theatre Booking module facilitates the booking of a theatre for surgery on OPD/IPD patients. The system enables theatre scheduling, ascertaining the consultant's OPD schedule and the availability of equipment necessary for surgery.

An intimation note is printed a day prior to a planned surgery, confirming both the patient's and surgeon's awareness of the procedure.



#### **OT SCHEDULER:**

This feature allows scheduling resources for a surgery/procedure. Like operation theatre surgeon, assets etc.

#### **PREOPERATIVE CHECK:**

Preoperative notes are an essential part of surgery and are stored in the system once the preoperative anesthesia assessment is done. Name of surgeon, details regarding preanesthesia, type of anesthesia , investigations required, risk assessment, as well as preoperative instructions are maintained in the system. The system also gives facility to store details regarding conduct under anesthesia.

#### **RECORDING OPERATION DETAILS:**

Facility to store details of operation notes during surgery such as vital signs, BP, pulse, IV fluids, R.R., drugs, etc. are also maintained in the system. This information is available at

any time following surgery. The entry of complications, events, etc. is specifically added as Special Notes on Surgery.

#### **OT CONSUMABLES:**

In the Operation theatre module, OT Consumables feature, records the information pertains to consumables utilized for a particular operation. The operation assistant can enter information through this module. The chargeable items are then transferred to Billing and the remainder is stored as information.

#### **RECORDING NURSING ORDER FOR POSTOPERATIVE CARE:**

Postoperative details such as investigations, recovery conditions, problems, pain management, etc. are recorded into the system.

#### **REPORTS:**

- OT booking list
- List of patients operated(IPD/OPD/EMERGENCY/DAY CARE)
- List of operations done
- Provision to send a requisition for blood, to the blood bank in case of blood requirement during surgery.
- Daily Operation List ward wise.
- Reports on Operation dossier.
- Actual items consumed during an operation and consequent billing of the same.

#### 2.4.3 FUNCTIONS-

Core functions of Operating Theatre Management Module include:

- Theatre Requests and Booking allows authorized staff to request or book a theatre slot for a patient for a particular operating theatre or surgeon.
- Booking Management facilitates the scheduling of patient theatre bookings.
- Schedule Management enables management of operating theatre rooms, including the management of theatre allocations and defining of irregular sessions.

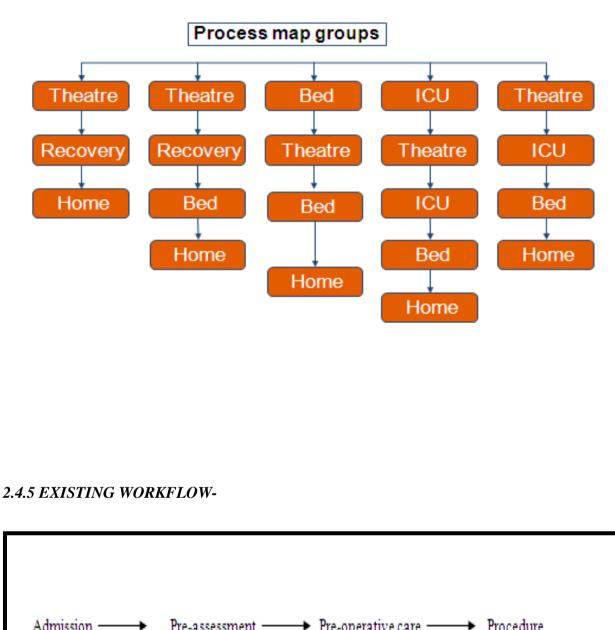
- Schedule Variance records details of any variance for a theatre relating to actual schedule start and end times, and reasons for variance.
- Theatre Enquiry allows staff to make general theatre enquiries by procedure, surgeon, anesthetist, resource, location, and patient.
- Care Provider Activity Tool enables the user to search for available session times. Time slots can then be assigned or offered to a surgeon and/or anesthetist requesting additional operating times.
- Surgical, Anesthetic, and Staff Preferences supports surgeon and anesthetist preferences in terms of allocation of items to be used, staff and special equipment required for surgical/anesthetic planning, and patient billing. The preference list for each of the perioperative phases provides a list of usual items required for that procedure, based on surgeon and/or anesthetist and type of procedure selected.
- Anesthetic and Operation Details allows the healthcare professional to enter specific details about anaesthetics given and procedures performed. Both of these screens are viewable via the Electronic Patient Record (EPR).
- Movements record a patient's moves from ward to operating theatre, from operating theatre to recovery, and from recovery back to ward.
- Billing captures and records any procedures performed and/or services rendered as part of the surgical event.

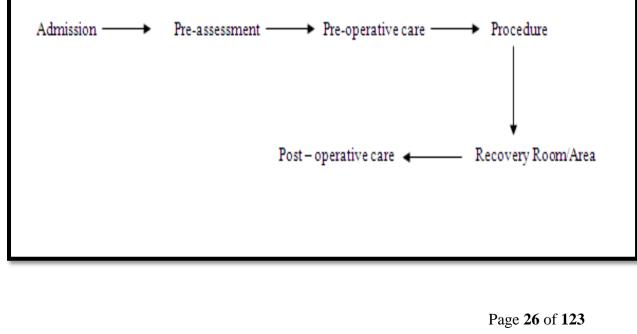
#### **Additional Features-**

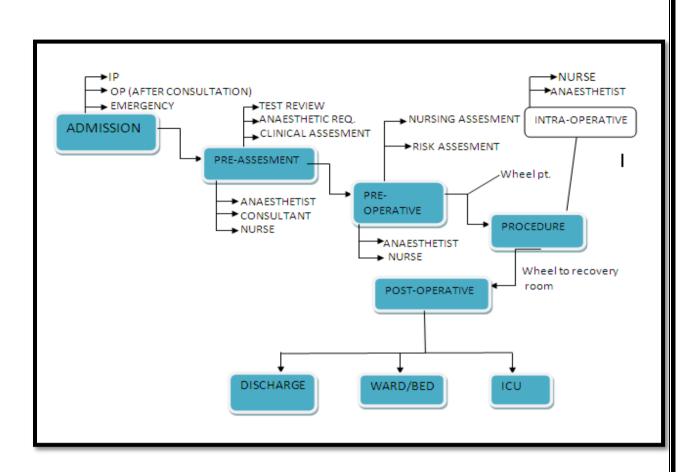
- Bulk Transfer allows the user to select a number of theatre bookings for a given theatre and cycle through them, transferring the bookings to another theatre or surgeon.
- Work list shows theatres, surgeons, or anesthetists their daily, weekly, and monthly bookings. Many of the functions that enable day-to-day management of the theatre and the bookings are available from this work list (e.g., changing a booking status or updating patient, booking, or episode details).
- Schedule Transfer and Copy allows schedule templates to be copied to reduce setup time. Also, the schedule template and all future appointments attached to the schedule can be easily transferred.



2.4.4 PROCESSES-(<sup>14</sup>)







When a Patient visits OPD and the treating consultant considers him/her for an operation, the Pre anesthesia check (PAC) request is raised. The Anesthesia Department performs a PAC and enters the PAC result. The OT List is raised prior to or after PAC request.

When a patient is referred to Operation Theatre from the IPD, he/she is accepted in theatre

and this time is considered as wheeled in Time. After the Operation is performed, patient is

sent back to IPD (ward, ICU etc) and this time is considered as Wheeled out time. During the operation, pre and post-operation records are also maintained.

Within the OT, the Anaesthetists maintain Anesthesia Record. The OTMS also maintains the Minor operations performed in OPD. The Module covers functionality of Scheduling of

an Operation for a particular patient, Online status of Operation Slot, Automatic search for

the earliest available appointment, List of scheduled patient's for operation, Appointments based on the availability of the doctors in hospital with a facility to define number of appointment slots. It has ability to track the completion of pre-requisites for the service prior to the scheduling such as status of PAC during operation appointments for patients. It

also has the provision for viewing Operations schedule for specific dates and locations, making inquiries about Operating Theatre Bookings using Location, Operation Theatre Status, Department, and Date etc. The Operation Theatre is managed with provision for overbooking as per conditions lay down by the appropriate authority. According to circumstances raised operations can be postponed or cancelled.

#### TEAM OF OT-

The team should consist of representatives of all theatre staff groups-

- Management clinical/non clinical
- Nursing Pre op and theatres, including operating department practitioners
- Clinical Anaesthetist/Surgeons
- Administration Admin

#### **2.5 MY ROLE**

Firstly select the masters and create them.

#### 2.5.1 One Time Setup in OT (Master Setup)

In Artemis Nine Operation room are there and from which seven are functional.

#### Specialties -

Specialties to be selected from AM list

Enterprise Management - 11.2.0				
MOCKRUN	Dr Anand		12/03/2012 13:26	isoft
MOCKRUN			12/03/2012 13:20	
Menu	Speciality			
<u> </u>	Teate Query Apply Reset Hide Menu			
Application Masters				
Service Setup				
<ul> <li>Discrete Measure Setup</li> <li>Practitioner Setup</li> </ul>				
Speciality				
Practitioner Type				
Position				
Practitioner		ana t		
Practitioner for Facility	Code	S005 *		
Speciality for Practitioner	Long Description	CARDIOLOGY	*	
Medical Team	Long Description			
Practitioner for Team	Short Description	CARDIOLOGY *		
<ul> <li>Operator Station Setup</li> </ul>				
Location Setup	Vital Signs Battery	Select 💌		
<ul> <li>Statistics Setup</li> </ul>				
<ul> <li>Referral Setup</li> </ul>	Enabled			
<ul> <li>Materials Setup</li> </ul>				
Frequency Setup				
AM Other Setup				
<ul> <li>Resource Setup</li> <li>Other Staff Setup</li> </ul>				
Shift Setup				
AM Reports				
- AN REPORTS				

Path: Application Masters->Specialty

Enterprise Management - 11.2.0			
MOCKRUN MOCKRUN		Dr Anand	12/03/2012 13:27 <b>isof</b>
Menu	Specialties		
<u> </u>	Create Query Apply Rese	t   Hide Menu	
Operating Theatre	Specialty	CARDIOLOGY ? *	Procedure Coding Scheme OT - User Defined 💌
OT Code Setup     v Operations	specialty		Procedure County Scheme OF Oser Denned
	Chart ID	?	
• Order Type for Specialty	Swab and Instrument Count	?	
Note Type for Specialties			
Operation Category	Medical Service Group	?	
Operation Sub Category	Anesthesia Review Required		
• Operation Type	Enabled		
- Surgery Type			
- Operations/Procedures	Pre Operative CheckList		
- Equipments	Checklist	?	
Instruments/CSSD Packs	No. Of Verifications	Select 🗸	
Set Components			
Components	Role 1	?	
- Consumable Packs - Surgical Accessories	Role 2	?	
Surgeon Preferences			
Prosthesis/implants	Role 3	?	
Check Lists	Role 4	?	
▶ Swab Count	Post Operative CheckList		
Operative Records			
▶ Bookings	Checklist	?	
▶ Anesthesia	No. Of Verifications	Select V	
▶ Others	Role 1	2	
<ul> <li>OT Admin Setup</li> </ul>	KOIE I	ſ	
Bookings	Role 2	?	
Operations	Role 3	2	
<ul> <li>Anesthesia</li> <li>Queries</li> </ul>			
Reports	Role 4	?	
, Kopords			

## Path: Operation Theatre->Specialties

In Artemis different specialities are there from which some are like -

- Neurosurgery	-ENT
-Pediatrics	-General Surgery
-CTVS	-Surgical Oncology
-Cardiology	-Urology
-Orthopedics	-MI & GI Surgery
-Plastic Surgery	-Opthalmology
-Obs & Gynae	-Nephrology
-Breast clinic	

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#### 2.2 Define Order Types and attach order Types for specialties

MOCKRUN MOCKRUN	C	r Anand	13/03/2012 18:04	isof
Place Order OR Code Setup • OR Order Setup	Order Type Create Query Apply Reset Code Long Description	Hide Menu CARD # CARDIAC SURGERY #		
Order Category     Order Type     Activity Type     Order Catalog     Index Order Catalog     Order Set     Index Order Set     Order Catalog to Procedure Link     Replaceable Orderable     Speciality For Orderable     OR Consent Setup     OR Order Format Setup     OR Order Format Setup     OR Order Master Setup     OR Other Master Setup     OR Other Master Setup     OR Other Master Setup     OR Other Setup     OR Other Setup     OR Other Setup     OR Other Master Setup     OR Other Setup     OR Other Setup     OR Admin Setup     OR Reports	Short Description Order Category Enabled Auto Registration	CARDIAC SURGERY * OT Surgery V *		
	Required Default Timing Frequency Applicable Default Order Repeats Create as Continuing Order	Soft Stop for Inpatients		
	Create as Continuing Order			

Path: Order Entry Reporting -> Order Type

Order type means the what type of order you want like cardiac surgery, neurosurgery etc

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MOCKRUN MOCKRUN		Dr Anand		12/03/2012 13:29	isof
lenu	Order Type for Spe	cialty			
) 🖘 🌣 🕙	📲 Create Query Ap	oply Reset Hide Menu			
Dperating Theatre	Specialty	CARDIOLOGY	*	Search Clear	
- Note Type for Specialties - Operation Category - Operation Sub Category	Order Type	Description		Select	
Operation Type	CARD	CARDIAC SUR	GERY		
<ul> <li>Operation Type</li> <li>Surgery Type</li> <li>Operations/Procedures</li> <li>Equipments</li> <li>Instruments/CSSD Packs</li> <li>Set Components</li> <li>Consumable Packs</li> <li>Surgical Accessories</li> <li>Surgical Accessoris</li></ul>					

Path: Operation Theatre-> Order Type for Specialty

**3. Operation Type** - The 'Operation Type' function allows you to define various operation types to identify the complexity of an operation.

MOCKRUN  Ienu Operation T  Operating Theatre OT Code Setup Operations Specialties Order Type for Specialty Note Type for Specialties Operation Sub Category Operation Type Surgery Type Surgery Type Operations/Procedures Operations/Procedures Operations/Procedures OperationSub Category Sub Category OperationSub Category OperationS	uery Apply Reset Hide Menu	Short Description A Grade B Grade C Grade D Grade E Grade	Enabled ✓ ✓ ✓
Imperating Theatre     Create     Quarter       • Operating Theatre     • Operations     Operation 1's       • Operations     Operation 1's     A       • Operation S     Operation 1's     A       • Operation Category     Operation Category     D       • Operation Type     F     Surgery Type       • Surgery Type     S     S	ype Long Description A Grade B Grade C Grade D Grade E Grade F Grade	A Grade B Grade C Grade D Grade	
perating Theatre       OPeration Theatre         • OT Code Setup       Operation Theatre         • Operations       Operation Type         • Specialties       A         • Order Type for Specialty       B         • Note Type for Specialties       C         • Operation Category       D         • Operation Type       E         • Operation Type       F         • Surgery Type       S	ype Long Description A Grade B Grade C Grade D Grade E Grade F Grade	A Grade B Grade C Grade D Grade	
<ul> <li>✓ Operations</li> <li>✓ Operations</li> <li>✓ Operation Type for Specialty</li> <li>✓ Note Type for Specialties</li> <li>✓ Operation Category</li> <li>✓ Operation Sub Category</li> <li>✓ Operation Type</li> <li>✓ Surgery Type</li> <li>✓ Operations/Procedures</li> </ul>	A Grade B Grade C Grade D Grade E Grade F Grade	A Grade B Grade C Grade D Grade	
Specialties     A       Order Type for Specialty     B       Note Type for Specialties     C       Operation Category     D       Operation Sub Category     E       Surgery Type     F       Surgery Type     S	A Grade B Grade C Grade D Grade E Grade F Grade	A Grade B Grade C Grade D Grade	
Specialties     A       Order Type for Specialty     B       Note Type for Specialties     C       Operation Category     D       Operation Sub Category     D       Operation Type     F       Surgery Type     F       Operations/Procedures     S	A Grade B Grade C Grade D Grade E Grade F Grade	B Grade C Grade D Grade	
Note Type for Specialties     C       Operation Category     D       Operation Type     E       Surgery Type     F       Operations/Procedures     S	C Grade D Grade E Grade F Grade	C Grade D Grade	1
Operation Category     D       Operation Sub Category     D       Operation Type     E       Surgery Type     F       Operations/Procedures     S	D Grade E Grade F Grade	D Grade	
Operation Category     D       Operation Sub Category     E       Operation Type     F       Surgery Type     F       Operations/Procedures     S	D Grade E Grade F Grade	D Grade	
Operation Sub Category       Operation Type       Surgery Type       Operations/Procedures	E Grade F Grade		¥
- Operation Type F - Surgery Type S - Operations/Procedures S	F Grade	E Grade	1
Operations/Procedures			
		F Grade	
	S Grade	S Grade	<u> </u>
Equipments			
Instruments/CSSD Packs			
- Set Components			
Components			
- Consumable Packs			
- Surgical Accessories			
Surgeon Preferences			
Prosthesis/implants			
▶ Check Lists			
▶ Swab Count			
Operative Records			
▶ Bookings			
▶ Anesthesia			
▶ Others			
OT Admin Setup			
Bookings			
• Operations			
Anesthesia			
Queries			
Reports			

Path: OT->Operation Type

In Artemis operation Type – Minor and Major

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4. **Surgery Type** – Surgery Type function enables you to define the nature of the Surgery. All the Surgery Types are classified under 'Elective' or 'Emergency'.

MOCKRUN MOCKRUN		Dr Anand		12/03/2012 14:22	isof
nu	Surgery Type				
📬 🍄 🍮	Teate Query	Apply Reset Hide Menu			
erating Theatre					
)T Code Setup					
Operations	Surgery Type	Long Description	Short Description	Туре	Enabled
- Specialties	ELE	Elective	Elective	Elective	$\checkmark$
Order Type for Specialty	EME	Emergency	Emergency	Elective	
Note Type for Specialties					
<ul> <li>Operation Category</li> </ul>					
<ul> <li>Operation Sub Category</li> </ul>					
<ul> <li>Operation Type</li> </ul>					
<ul> <li>Surgery Type</li> </ul>					
<ul> <li>Operations/Procedures</li> </ul>					
- Equipments					
<ul> <li>Instruments/CSSD Packs</li> </ul>					
- Set Components					
- Components					
Consumable Packs					
<ul> <li>Surgical Accessories</li> </ul>					
- Surgeon Preferences					
Prosthesis/implants					
Check Lists					
Swab Count					
Operative Records					
Bookings					
Anesthesia					
Others					
)T Admin Setup					
ookings					
perations					
inesthesia					
lueries					
eports					

Path: OT->Surgery Type

5. **Patient Position**- Patient Position function enables you to create the various positions in which the patient rests on the operating table to undergo an operation. Examples are Supine, Sitting, etc.

MOCKRUN MOCKRUN		Dr Anand	12/03/2012	14:25 <b>iSO</b>
nu	Patient Pusition	1		
ち 🛱 🕙	대를 Create Query	Apply Reset Hide Menu		
<b>erating Theatre</b> DT Code Setup				
Operations	Position Code	Long Description	Short Description	Enabled
Prosthesis/implants				enabled
Check Lists	001	Supine	Supine	
Swab Count	002	Rt Lateral	Rt Lateral	$\checkmark$
Operative Records	003	Left Lateral	Lt Lateral	1
- Patient Position - Wound Type				
Unusual Occurrence				
Organ Disposal				
Bookings				
Anesthesia				
Others				
)T Admin Setup				
ookings				
perations				
nesthesia Queries				
leports				
(cports				

Path: OT-> Operative Records -> Patient Position

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6. **Reasons Code-** The reasons applicable to the actions like Cancel Appointment, Cancel Check-in Case, Cancel Waitlist, Booking Sequence Change, Transfer/Reschedule Appointment and Transfer back to OT are specified in this function.

Enterprise Management - 11.2.0				
MOCKRUN MOCKRUN		Dr Anand	12/03/2012 14:29	isof
Menu	Reasons			
🖞 🖘 🌣 👶	·클 Create Query	Apply Reset Hide Menu		
Dperating Theatre ▼ OT Code Setup				
<ul> <li>Operations</li> </ul>	Reason Code	Description	Enabl	ed
Prosthesis/implants	R1	Wrongly Scheduled	V	
<ul> <li>Check Lists</li> <li>Swab Count</li> </ul>			· · · · · · · · · · · · · · · · · · ·	
Operative Records	R2	Patient Not Admitted	· · · · · · · · · · · · · · · · · · ·	
Bookings	R3	TPA Rejection		
<ul> <li>Anesthesia</li> </ul>	R4	Patient Not Fit For OT	✓	
✓ Others	R5	OT Not Needed Now		
- Reasons - Action Type for Reason	R6	Co-orparate Approval Not Met	· · · · · · · · · · · · · · · · · · ·	
Pre Operative Indicator Drug for Notification OT Admin Setup Bookings Operations Anesthesia Queries Reports				

Path: OT-> Others -> Reasons

#### Action Type for Reason-

Query         Apply         Reset         Hide Menu           Code         Reason Description           Co-orparate Approval Not Met         Co-orparate Approval Not Met           Co-orparate Approval Not Met         Co-orparate Approval Not Met           Co-orparate Approval Not Met         OT Not Needed Now           OT Not Needed Now         OT Not Needed Now	Action Type SC TT CA CW TA SC CA CW CN	Action Description           Booking Sequence Change           Transfer back to OT           Cancel Appointment           Cancel Waitlist           Transfer / Reschedule Appt.           Booking Sequence Change           Cancel Appointment           Cancel Appointment           Cancel Waitlist           Cancel Appointment           Cancel Appointment           Cancel Waitlist	Ne Active V V V V V V V V V V V V
Code         Reason Description           Co-orparate Approval Not Met         Co-orparate Approval Not Met           Co-orparate Approval Not Met         Co-orparate Approval Not Met           Co-orparate Approval Not Met         OT Not Needed Now           OT Not Needed Now         OT Not Needed Now	SC TT CA CW TA SC CA CW CN	Booking Sequence Change Transfer back to OT Cancel Appointment Cancel Waitlist Transfer / Reschedule Appt. Booking Sequence Change Cancel Appointment Cancel Waitlist	Active
Co-orparate Approval Not Met Co-orparate Approval Not Met Co-orparate Approval Not Met Co-orparate Approval Not Met OT Not Needed Now OT Not Needed Now OT Not Needed Now OT Not Needed Now OT Not Needed Now	SC TT CA CW TA SC CA CW CN	Booking Sequence Change Transfer back to OT Cancel Appointment Cancel Waitlist Transfer / Reschedule Appt. Booking Sequence Change Cancel Appointment Cancel Waitlist	Active
Co-orparate Approval Not Met Co-orparate Approval Not Met Co-orparate Approval Not Met Co-orparate Approval Not Met OT Not Needed Now OT Not Needed Now OT Not Needed Now OT Not Needed Now OT Not Needed Now	SC TT CA CW TA SC CA CW CN	Booking Sequence Change Transfer back to OT Cancel Appointment Cancel Waitlist Transfer / Reschedule Appt. Booking Sequence Change Cancel Appointment Cancel Waitlist	
Co-orparate Approval Not Met Co-orparate Approval Not Met Co-orparate Approval Not Met Co-orparate Approval Not Met OT Not Needed Now OT Not Needed Now OT Not Needed Now OT Not Needed Now OT Not Needed Now	SC TT CA CW TA SC CA CW CN	Booking Sequence Change Transfer back to OT Cancel Appointment Cancel Waitlist Transfer / Reschedule Appt. Booking Sequence Change Cancel Appointment Cancel Waitlist	
Co-orparate Approval Not Met Co-orparate Approval Not Met Co-orparate Approval Not Met OT Not Needed Now OT Not Needed Now OT Not Needed Now OT Not Needed Now OT Not Needed Now	TT CA CW TA SC CA CW CN	Transfer back to OT Cancel Appointment Cancel Waitlist Transfer / Reschedule Appt. Booking Sequence Change Cancel Appointment Cancel Waitlist	
Co-orparate Approval Not Met Co-orparate Approval Not Met OT Not Needed Now OT Not Needed Now OT Not Needed Now OT Not Needed Now OT Not Needed Now	CA CW TA SC CA CW CN	Cancel Appointment Cancel Waitlist Transfer / Reschedule Appt. Booking Sequence Change Cancel Appointment Cancel Waitlist	
Co-orparate Approval Not Met OT Not Needed Now OT Not Needed Now	CW TA SC CA CW CN	Cancel Waitlist Transfer / Reschedule Appt. Booking Sequence Change Cancel Appointment Cancel Waitlist	
OT Not Needed Now OT Not Needed Now OT Not Needed Now OT Not Needed Now OT Not Needed Now	TA SC CA CW CN	Transfer / Reschedule Appt. Booking Sequence Change Cancel Appointment Cancel Waitlist	
OT Not Needed Now OT Not Needed Now OT Not Needed Now OT Not Needed Now	SC CA CW CN	Booking Sequence Change Cancel Appointment Cancel Waitlist	
OT Not Needed Now OT Not Needed Now OT Not Needed Now	CA CW CN	Cancel Appointment Cancel Waitlist	4
OT Not Needed Now OT Not Needed Now	CW CN	Cancel Waitlist	1
OT Not Needed Now OT Not Needed Now	CW CN	Cancel Waitlist	1
OT Not Needed Now	CN		
		Calicer Check-In Case	
OT Not Needed Now			
	Π	Transfer back to OT	✓
Patient Not Admitted	CA	Cancel Appointment	✓
Patient Not Admitted	ТА	Transfer / Reschedule Appt.	✓
Patient Not Admitted	sc	Booking Sequence Change	1
Patient Not Fit For OT	CN	Cancel Check-In Case	1
Patient Not Fit For OT	<u> </u>	Cancel Check-In Case	
	Patient Not Admitted Patient Not Admitted	Patient Not Admitted TA Patient Not Admitted SC	Patient Not Admitted         TA         Transfer / Reschedule Appt.           Patient Not Admitted         SC         Booking Sequence Change

Path: OT-> Others -> Action Type for Reason

#### 7. OT Theatre and schedule creation

**Step1 Operating Room Set up-** Operating Room is a physical location in a hospital where operations are performed. The theatre sequence number, service, working hours of the operating theatre for working days and holidays have to be defined.

Enterprise Management - MOCKRUN	11.2.0				Dr Anand		12/03/2012 14:4	7 <b>iso</b> f
MOCKRUN					DF ANANU		12/03/2012 14:4	
lenu		Operating	-					
<u>ት ኞ 🔄</u>	<b>:</b> =	Create	Query	Apply Reset	t] Hide Menu			
Derating Theatre • OT Code Setup								
OT Admin Setup								
<ul> <li>Setup</li> </ul>			Room			tion Theatre Seq	uence No. Restrict By Specia	
Operating Room		01		OT 1	OT 1	1	x	1
Booking		03		MINOR OT	MINOR OT	3	x	1
Anesthesia		02		OT 2	OT 2	2	x	1
Bookings Operations	l							
Anesthesia								
Queries								
Reports								
		<						

Path: OT ->OT Admin Setup ->Operating Room

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Enterprise Management - 11.2.0				
MOCKRUN	Dr Anand		12/03/2012 14:47	isoft
MOCKRUN				
Menu	Operating Room			
😃 🔩 🍄 🤔 🗧	Create Query Apply Reset Hide Mer	iu -		
• OT Code Setup				
▶ Setup				
<ul> <li>Operating Room</li> </ul>				
▶ Booking	Theatre Type	OT (Specific) ? *		
<ul> <li>Anesthesia</li> <li>Bookings</li> </ul>	Operating Room	01 🙀		
Operations	Long Description	OT 1	Ι.	
Anesthesia	Long Description		*	
▶ Queries	Short Description	OT 1 *		
▶ Reports	Theatre Sequence No.	1 *		
	Restrict By Specialty Y/N			
	Over Booking Allowed Y/N			
	Service	GENERAL	? *	
	Working Day Start Time	01:00 <b>*</b> (hh24;mi)		
	End Time	23:30 <b>*</b> (hh24:mi)		
	Holiday Start Time	01:00 <b>*</b> (hh24:mi)		
	End Time	23:00 <b>*</b> (hh24:mi)		
	Chargeable Room?	$\checkmark$		
	Default Recovery Room?	?		

**Step2 – Diary Schedule for theatre** –This function allows setting the schedule for a theatre. The schedule is generated based on the Specialty, the days of the week and the start and end time of the required day. This schedule can be made common for all the weeks of a month or for a particular week. In the 'Booking' function, if you enter the criteria for booking as theatre, the schedule defined is displayed.

MOCKRUN MOCKRUN		Dr Anand	12/03/2012 14:48	isof
lenu	Diary Schedule fo	r Theatre		
) 📬 🛱 🄄	* =	Apply Reset Hide Menu		
perating Theatre				
• OT Code Setup				
<ul> <li>Operations</li> </ul>	Code	Description		
Prosthesis/implants	01	OT 1		
Check Lists	02	OT 2		
▶ Swab Count				
<ul> <li>Operative Records</li> </ul>	03	MINOR OT		
🗢 Bookings				
Block Slots By Specialty				
Diary Schedule for Surgeon				
<sup>L</sup> Diary Schedule for Theatre				
Anesthesia				
▶ Others				
OT Admin Setup				
Bookings				
Operations				
Anesthesia				
Queries				
Reports				

Path: OT->OT code Setup ->Bookings ->Diary Schedule for theatre

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Enterprise Management - 11.2.0					
MOCKRUN					10000
MOCKRUN		Dr Anand		12/03/2012 14:51	isoft
Menu	Diary Schedule for Th	leatre			
也 🖘 🌣 🕙	Teate Query Appl				
Operating Theatre					
▼ OT Code Setup		Operating Room	OT 1 🛛 😽 🖊		
<ul> <li>Operations</li> </ul>					
Prosthesis/implants	Diama dala dala fan T	<b>-</b>			
Check Lists	Diary Schedule for T	leatre			
▶ Swab Count	Surgeon	*All Surgeons ?		Specialty	2 *
<ul> <li>Operative Records</li> </ul>	Start Time			n d Time	
🗢 Bookings	Start IIme	* (hh24:mi)		End Time	* (hh24:mi)
- Block Slots By Specialty	Schedule Type	All Weeks 💌		Day	ALL DAYS(W) 🔽
Diary Schedule for Surgeon	Weeks	1W 🗹 2W 🗹 3W 🗹 4W 🗹	ew 🕢		Select Cancel
Diary Schedule for Theatre	WOOKS	10 20 20 30 40 40	5 W 💌		Concer Concer
► Anesthesia					
▶ Others					
▶ OT Admin Setup	Surgeon Specialty	Day Start Time End Time	First Week Second	d Week Third Week I	Four Week Fifth Week
Bookings	*All		1 1	1	1 1
Operations	Surgeons All Specialiti	es All Days 01:30 23:30	V V	×	✓ ✓
Anesthesia					
Queries					
<ul> <li>Reports</li> </ul>					
	<				>
	_				

#### Step3-Surgeon Diary Generate Schedule-

The Surgeon Diary-Generate Schedule function enables you to generate the Surgeon's Diary schedule for the specified period.

Enterprise Management - 11.2.0						
MOCKRUN MOCKRUN		Dr Anand			12/03/2012 14:55	isoft
Menu	_Surgeon Diary - Genera	ate Schedule				
	Reset Hide Manu					
U = Code Setup Operating Theatre > OT Code Setup > OT Admin Setup > Setup > Operating Room = Booking = Booking Finalization Stages = Booking Priority = Holidays = Block Theatre Slots = Booking Rights = Surgeon Diary - Generate Schedule = Surgeon Diary - Maintain Schedule = Anesthesia	Reset Hide Manu Th Da		OT 1 Sun Mon Tue Wed 12/03/2012 ## 12/03/2013 ## Generate	Thu Fri	Sat	
<ul> <li>Bookings</li> <li>Operations</li> <li>Anesthesia</li> <li>Queries</li> <li>Reports</li> </ul>						

Path: OT -> OT Admin Setup -> Booking -> Surgeon Diary - Generate Schedule

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#### 8. Parameter Setup

The system does not allow changing of the 'Operation Code Scheme' once set. The Diagnosis Coding Scheme is dependent on the Operation Code Scheme.

Enterprise Management - 11.2.0				
MOCKRUN MOCKRUN	Dr Anand		12/03/2012 15:02	isoft
	Setup Parameter			
🖕 📬 🖑 🧐	Apply Reset Hide Menu			
Operating Theatre  OT Code Setup  OT Admin Optuation				
<ul> <li>OT Admin Setup</li> <li>Setup Parameter</li> <li>SetUp Parameters for Facility</li> <li>SetUp Operation Time Ranges for Rep.</li> <li>OT Status Descriptions</li> <li>Functions</li> <li>Functions for Status</li> <li>Role Type</li> <li>Practitioner Types For Role Types</li> <li>Role</li> <li>Functions for Role</li> <li>Functions for User</li> <li>Operating Room</li> <li>Booking</li> <li>Anesthesia</li> <li>Queries</li> <li>Reports</li> </ul>	Procedure Coding Scheme Diagnosis Coding Scheme Prefix Date-Operation Number Operative Records Note Type Build Anesthesia Into CR	OT - User Defined       ♥         ICD10       ♥         Surgeon Notes       ●	]	

Path: OT ->OT Admin Setup -> Setup -> Setup Parameter

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#### 9. Setup Parameter for Facility a) Setup Parameter

Enterprise Management - 11.2.0				
MOCKRUN MOCKRUN		Dr Anand	12/03/201	12 15:03 <b>iSOFT</b>
Menu	SetUp Parameters for Faci	lity		
也 📬 🏟 🗐		1		
Operating Theatre				
OT Code Setup	Setup Parameter Other De	tais Billing Setup		
🕶 OT Admin Setup	Unit Time for Booking (hh24:mi	) 00:10 🙀		
▼ Setup				
- Setup Parameter	Booking Time			
- SetUp Parameters for Facility	Working Days Start	01:30 - 23:30	Holiday Start	01:30 - 23:30
- Setup Operation Time Ranges for Rep				
• OT Status Descriptions	Restrict Theatre Booking			
Functions		_		
- Functions for Status	OT Notification (Within A Day	()		
Role Type	Section 1 From	То	Section 2 From	То
Practitioner Types For Role Types				
Role	Section 3 From	То		
Functions for Role				
- Functions for User	Booking Numbering		WaitList Numbering	
Operating Room		698 🔹 Max No		5 😽 Max No
<ul> <li>Booking</li> <li>Anesthesia</li> </ul>	Next No.	· Hax he	Next No.	
1		99999999 *		99999999 *
<ul> <li>Bookings</li> <li>Operations</li> </ul>	Operation Numbering IP/DC		Operation Numbering OP/E	M
<ul> <li>Anesthesia</li> </ul>				
Queries	Next No.	924 🗱 Max No	Next No.	14 * Max No
Reports	Next NO.	999999999 🗱	Next NO.	99999999 *
• Reports				
<				

Path: OT->OT Admin Setup ->Setup -> Setup Parameter for Facility

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#### **b) Other Details**

Enterprise Management - 11.2.0				
MOCKRUN MOCKRUN	Dr Ana	nd	12/03/2012 15:03	isoft
	SetUp Parameters for Facility			
😃 🛬 🌣 🕙 🔚	Apply Reset Hide Menu			
Operating Theatre	Setup Parameter Other Details Bill	ing Setup		
▶ OT Code Setup ▼ OT Admin Setup	Booking/WaitList	ang ootop		
<ul> <li>✓ Of Marinin Setup</li> <li>✓ Setup</li> </ul>				
Setup Parameter	Waitlist Warning Limit Days	2	Warn For Unscheduled Cases	
- SetUp Parameters for Facility	Initiate IP Booking		Create Diary Schedule By ?	Theatre 💌
Setup Operation Time Ranges for Rep	Booking Cut-off Time for Elective Cases			
• OT Status Descriptions	Booking Cat-on time for Elective Cases			
Functions	Booking Verification			
Functions for Status	Allow Outpatients while finalizing	Warn 🗸 🛛 Allow Emerge	ncy Patients while finalizing	Warn 🔽
- Role Type - Practitioner Types For Role Types				
Role	PAC Review Orderable	?	No. of Swab Counts reqd (Mandatory)	1 💙 🗱
- Functions for Role	Reason For Re Arrange Sequence(Mandat	nry)?		
- Functions for User		_		
<ul> <li>Operating Room</li> </ul>	Documentation Completion Status Che	eck		
▶ Booking	Surgeon Doc 🗹	Nursing Doc 📃	Intra Anesthesia Doc 📃	
▶ Anesthesia	Slate			
<ul> <li>Bookings</li> <li>Operations</li> </ul>	Show Last Antibiotic Admin Time	1	Slate Login Required?	
<ul> <li>Anesthesia</li> </ul>		]		
Queries	Include Cases for Past 0 Days		Check-In Backdate Limit 3	
▶ Reports			Days	
	Interfaces			
	Interface to Patient Billing 🛛 🔽	Interfac	e to Inventory 🔽	
	Sale Doc type SALES	? Request	Doc Type REQUEST ISSUE?	
	Sale Doc type SALES	Kequest	Reducist issue	

BY this screen we decide about the booking cut-off time, check-in back date limit, past cases etc.

#### c) Billing Setup

MOCKRUN MOCKRUN		Dr Ana	nd		12/03/2012 15:04	isof
	SetUp Parameters f	or Eacilitu				
) 🔩 🖗 🕙 🛛 🖷		Menu				
perating Theatre			ing Setup			
OT Code Setup	· · · · · · · · · · · · · · · · · · ·	uler Details Dill	ing setup			
OT Admin Setup 🕶 Setup	Operation Services					
Setup Parameter	Billing Sub Services			Admin Fun Charging	ction for 🔽	
- SetUp Parameters for Facility	Room Service Usage					
- Setup Operation Time Ranges for Rep	Room service usage			D'II 0 1		
<ul> <li>OT Status Descriptions</li> </ul>	Bill Holding Area Usag	e? 🗌		Bill Operati Usage?	ng Koom	
Functions	Bill Recovery Room					
-Functions for Status - Role Type	Usage?					
Practitioner Types For Role Types	<b>Bill Finalization St</b>					
Role	Holding During Ch	ecking-Out Individu	ial Rooms	Operating Room	During Checking-Out	Individual Door
- Functions for Role	дгеа	lecking-Out maividu		Operating Room	During Checking-Out	
- Functions for User	Recovery Room During Ch	ecking-Out Individu	ial Rooms 🛛 🗸 🗸	Operations/Proce	dures Record Surgeon Note	s 💌
Operating Room	Surgical Accessorie					
▶ Booking ▶ Anesthesia	-					_
Bookings	Accessory Type	Surgeon Notes	Nursing Notes	Admin	Finalization Stages	_
Operations	Prosthesis/Implants			<ul> <li>Image: A start of the start of</li></ul>	Admin Function 🛛 👻	
Anesthesia	Equipments				Admin Function 🔽	
Queries	Instruments/CSSD				Admin Function	-
Reports	Packs					
	Consumables				Admin Function 🛛 🔽	

#### **10. Function for Status**

Functions for Status function enable you to set Functions for various statuses. A status can include one or more functions. The functions are displayed in OT Slate function. You have to perform all the functions selected under a particular status to shift to the next status.

Enterprise Management - 11.2.0				
MOCKRUN MOCKRUN	D	r Anand	12/03/2012 1	5:23 <b>iSOFT</b>
Menu	unctions for Status			
😃 🛧 🌣 🕙 🔚	Create Query Apply Reset	Menu		
Operating Theatre ▶ OT Code Setup ▼ OT Admin Setup ▼ Setup	Status In Holding Area Cancelled Case Called	Select	*	Search Clear
Setup     Setup Parameter     Setup Parameter     SetUp Parameters for Facility     Setup Operation Time Ranges for Rep     OT Status Descriptions     Functions     Functions for Status     Role Type     Practitioner Types For Role Types	Case Called Checked-In Checked-Out/Doc. Complete Checked-Out/Doc. Incomplete In Holding Area In OR O1 CIN Recovery Room In-Transit 02 In Scheduled To Call 03 CITransferred Back to OT			Next
Role	04 Check In/Out From Hol	ling area/ Document		
Functions for Role Functions for User	05 Chock in to OR			
Operating Room	06 Check-in to Recovery A	rea / Document		
<ul> <li>Booking</li> <li>Anesthesia</li> </ul>	07 Record Surgeon Notes			
<ul> <li>Bookings</li> </ul>	08 Record Nursing Notes			
<ul> <li>Operations</li> <li>Anesthesia</li> </ul>	09 Record Pre-Anaesthesia	details		
Queries	10 Record Intra-Anaesthes	ia Details		
▶ Reports	11 Record Post Anaesthesi	a Details		
	14 Surgery History			
	15 Anaesthesia History			
	16 Patient History			

Different Status is like -

- Checked-in
- Case-Called
- Cancelled
- In Holding Area
- In OR
- In Recovery Room
- Scheduled
- In-Transit
- Transferred Back to OT
- Checked Out/Doc.Complete
- Checked Out/Doc.Incomplete

Enterprise Management - 11.2.0				
MOCKRUN MOCKRUN		Dr Anand	12/03/2012 15:20	isof
Menu	Functions fo	or Status		
🖕 📬 🌚 🗧 🖽		ery Apply Reset Menu		
Operating Theatre	Status	Checked-In	*	
▶ OT Code Setup ▼ OT Admin Setup	00000	Shokod III	Search	Clear
▼ Setup			Search	Clear
- Setup Parameter - SetUp Parameters for Facility				Next
Setup Operation Time Ranges for Rep	D	escription		Select
OT Status Descriptions Functions	01 (	Check-In		
- Functions for Status	02 I	initiate Call(Anaesthetist)		
- Role Type - Practitioner Types For Role Types	03 (	Call Case / Print Call slip		
- Role - Functions for Role	04 (	Check In/Out From Holding area/ Document		✓
Functions for User	05 (	Check-in to OR		
<ul> <li>Operating Room</li> <li>Booking</li> </ul>	06 (	Check-in to Recovery Area / Document		
<ul> <li>Anesthesia</li> </ul>	07 F	Record Surgeon Notes		
<ul> <li>Bookings</li> <li>Operations</li> </ul>	08 F	Record Nursing Notes		
<ul> <li>Anesthesia</li> </ul>	09 F	Record Pre-Anaesthesia details		
▶ Queries ▶ Reports	10 F	Record Intra-Anaesthesia Details		
, Keperes	11 F	Record Post Anaesthesia Details		
	14 9	Surgery History		✓
	15 A	Anaesthesia History		<b>V</b>
	16 F	Patient History		<b>v</b>
()				

#### **11. Practitioner types for role type**

Enterprise Management - 11.2.0					
MOCKRUN		Dr Anand	12/03/20	)12 15:24	isoft
MOCKRUN					
Menu ዕ 🔩 🛱 🖨 🛛 🖼	Practitioner Types For Role				
• • • • • -	Create Query Apply Res	et Menu			
Operating Theatre • OT Code Setup	Role Type	Anaesthetist (Main) 🛛 😽 🗱			
<ul> <li>✓ OT Admin Setup</li> </ul>		Select	Count	Clear	
▼ Setup		Anaesthetist (Main) Assistant Anaesthetist	Search	Clear	
Setup Parameter		Assisting Surgeon			
SetUp Parameters for Facility		Nurse Operating Surgeon			Prev
Setup Operation Time Ranges for Rep	Dractitioner Type		scription	Select	
• OT Status Descriptions					
- Functions	PL	Ps	sychologist		
- Functions for Status - Role Type	NW	Mi	id-wife		
Practitioner Types For Role Types	IN	In	tern		
Role	SG	Su	urgeon		
- Functions for Role Functions for User	MD	Ph	nysician		
Operating Room	AN	Ar	naesthetist		
<ul> <li>Booking</li> <li>Anesthesia</li> </ul>	DN	De	entist		
<ul> <li>Anestresia</li> <li>Bookings</li> </ul>					
Operations					
<ul> <li>Anesthesia</li> </ul>					
▶ Queries					
▶ Reports					
<					

MOCKRUN MOCKRUN	Dr Anand		12/03/2012 15:25	isoft
Menu 🖞 🔩 🎝 🔅	Practitioner Types For Role Types           Create         Query         Apply         Reset         Menu			
Operating Theatre → OT Code Setup → OT Admin Setup → Setup - Setup Parameter - SetUp Parameters for Facility	Role Type Nurse	*	Search Clear	Next
- Setup Operation Time Ranges for Rep - OT Status Descriptions	Practitioner Type SW	Description Social Worker	Select	t
- Functions Functions for Status	NS S	Nurse		
- Role Type	TR	Transcriber		
Practitioner Types For Role Types     Role	TL	Lab Technician		
Functions for Role	RD	Radiologist		
<ul> <li>Functions for User</li> <li>Operating Room</li> </ul>	PH	Pharmacist		
▶ Booking	тн	Therapist		
▶ Anesthesia ▶ Bookings	RT	Radiology Tech		
<ul> <li>Operations</li> <li>Anesthesia</li> </ul>	от	Dietitian		
Queries	MA	Medical Asst		
▶ Reports	TN	Technician		
	LG	Under Graduate		
	PS	Psychiatrist		
	PT	Pathologist		

#### 12. Role

A role is indicative of the activities and responsibilities of the person performing an operation. You can specify if the role is applicable to the OT Slate function.

Enterprise Management - 11.2.0				
MOCKRUN MOCKRUN	Dr Anar	nd	12/03/2012 15:29	isoft
Menu	Role			
u 🕇 🗘 🕲 🖓	Create Query Apply Reset Hide	Menu		
Operating Theatre				
▶ OT Code Setup ▼ OT Admin Setup				
<ul> <li>✓ Of Admin Setup</li> <li>✓ Setup</li> </ul>				
Setup Parameter				
- SetUp Parameters for Facility				
- Setup Operation Time Ranges for Rep				
OT Status Descriptions	Role ID	OT00005 *		
Functions	Description	Circulating Nurse	*	
- Functions for Status	Dela Tues	Nurse		
- Role Type	Role Type			
Practitioner Types For Role Types	Applicable For OT Slate			
- Role	Enabled			
Functions for Role				
Functions for User				
Operating Room				
▶ Booking				
<ul> <li>Anesthesia</li> <li>Bookings</li> </ul>				
Operations				
Anesthesia				
Queries				
Reports				

### 13. Function for Role

MOCKRUN MOCKRUN		Dr Anand	12/03/2012 15:30	isof
enu	_Functions for Ro	le		
) 📬 🛱 🅙 🛛 🖽	Create Query	Apply Reset Hide Menu		
perating Theatre OT Code Setup	Role	OT Manager 🗸 😽		
OT Admin Setup			Search Clear	
▼ Setup			Search Clear	
Setup Parameter				
- SetUp Parameters for Facility				Next
Setup Operation Time Ranges for R	Function ID	Description	Sequence No	Select
OT Status Descriptions	01	Check-In	1	
- Functions for Status	02	Initiate Call(Anaesthetist)		
- Role Type	02	Initiate Cali(Anaesthetist)	<u> </u>	_
Practitioner Types For Role Types	03	Call Case / Print Call slip	2	$\checkmark$
- Role - Functions for Role	04	Check In/Out From Holding area/ Document	0	
Functions for User	05	Check-in to OR	0	
<ul> <li>Operating Room</li> <li>Booking</li> </ul>	06	Check-in to Recovery Area / Document	0	
Anesthesia Bookings	07	Record Surgeon Notes	0	
Operations	08	Record Nursing Notes	0	
Anesthesia Queries	09	Record Pre-Anaesthesia details	0	
Reports	10	Record Intra-Anaesthesia Details	0	
	11	Record Post Anaesthesia Details	Π	
	14	Surgery History	0	
	15	Anaesthesia History	0	
	16	Patient History	0	

#### 14. Function for User

Enter the User ID and password in the OT Slate transactions to record details.

Enterprise Management - 11.2.0 MOCKRUN MOCKRUN	Dr Anand	12/03/2012 15:33	isofi
Menu	Functions for User		
🖕 📬 🤄 🗧			
Operating Theatre • OT Code Setup	User Dr Anand 2 *		
▼ OT Admin Setup ▼ Setup	Search Clear		
- Setup Parameter - SetUp Parameters for Facility - Setup Operation Time Ranges for Rep			Next
OT Status Descriptions	Function ID Description		Select
- Functions	01 Check-In		<b>V</b>
- Functions for Status - Role Type	02 Initiate Call(Anaesthetist)		<b>V</b>
- Practitioner Types For Role Types - Role	03 Call Case / Print Call slip		
- Functions for Role	04 Check In/Out From Holding area/ Document		
<ul> <li>Functions for User</li> <li>Operating Room</li> </ul>	05 Check-in to OR		<b>v</b>
Booking	U6 Check-in to Recovery Area / Document		
▶ Anesthesia ▶ Bookings	07 Record Surgeon Notes		
Operations	08 Record Nursing Notes		
<ul> <li>Anesthesia</li> <li>Queries</li> </ul>	09 Record Pre-Anaesthesia details		
Reports	10 Record Intra-Anaesthesia Details		
	11 Record Post Anaesthesia Details		~
	14 Surgery History		
	15 Anaesthesia History		
	16 Patient History		
	16 Patient History		
<			

# **15. OT Note Creation** a) Note Type

Enterprise Management - 11.2.0				
MOCKRUN MOCKRUN		Dr Anand	14/03/2012 12:31	isoft
Menu	Note Group			
Menu 也 🔩 🌣 🕙 👎	Create Query Apply Reset	Hide Menu		
Clinician Access				
✓ CA Code Setup				
<ul> <li>CA Location Setup</li> </ul>				
🕶 CA Clinical Note Setup				
- Note Group				
- Note Disclaimer				
- Note Type				
Section				
- Subsection For Main Section				
- Section For Note Type				
Note Type By Service	D	*OPERNOTE *		
- Note Type Access Rights	Description	Operative Note *		
- Text Block	Description			
- Section Template	Applicable Task	Result Reporting		* *
<ul> <li>Note Group</li> <li>Note Coup</li> <li>Note Type</li> <li>Section</li> <li>Subsection For Main Section</li> <li>Section For Note Type</li> <li>Note Type By Service</li> <li>Note Type By Service</li> <li>Note Type Access Rights</li> <li>Text Block</li> <li>Section Template</li> <li>Section Template Output Form</li> <li>Rebuild Section Template</li> <li>Define Chief Complaint</li> <li>Diagnosis For Chief Complaint</li> <li>Note Image List</li> <li>Image For Section</li> <li>Configure Display Criteria</li> <li>Default Transcriber Setup</li> </ul>	Num of Note Per Encounter			
Rebuild Section Template				
Define Chief Complaint	Precondition for Recording	Select 💙		
Diagnosis For Chief Complaint	Report Header	Operative Note *		
Note Image List				
Image For Section	Enabled			
Configure Display Criteria				
- Note Template Query List				
<ul> <li>CA Flow Sheet Setup</li> </ul>				
▶ CA Charting Sctup				
<ul> <li>CA Others Setup</li> </ul>				
<ul> <li>CA Intervention Setup</li> </ul>				
CA Immunization Code Setup				
CA Patient Medical Report Setup				
CA Quick Links Setup				
CA Consultation Setup				
▶ CA Admin Setup				
Clinician Access				
<ul> <li>CA Reports</li> </ul>				

### b) Note Type

MOCKRUN MOCKRUN		Dr Anar		14/03/2012 12:33	isof
lenu	Note Type				
) 🔩 🍄 🕙	·畺 Create Que	ry Apply Reset Hide	Menu		
linician Access					
CA Code Setup		Code	SU01 *		
<ul> <li>CA Location Setup</li> </ul>					
← CA Clinical Note Setup     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓      ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓     ↓		Description	Surgeon Notes *		
Note Group		Note Group	Operative Note		
- Note Disclaimer					
- Note Type		Enabled			
- Section - Subsection For Main Section		Class	Clinician 🛛 💉 🛊		
Subsection For Main Section		Applicability		vт 🗖	
Note Type By Service					
Note Type Access Rights		Service/Facility Specific			
Text Block		Document Linked Note			
Section Template		Print Logo Header			
Section Template Output Form		Print Logo Header			
Rebuild Section Template		Print Notes On Sign	💿 Print On Confirm 🔘 Print Direct	ly 🔘 None	
Define Chief Complaint		Publish Level	Authorized 💌 ∗		
Diagnosis For Chief Complaint		A		k	
- Note Image List		Amendment Type	·····		
Image For Section		Report Header	System Default 🛛 👻	View	
- Configure Display Criteria		Note Header	*None* 🗸		
Default Transcriber Setup					
Note Template Query List		Note Footer	*None*	*	
<ul> <li>CA Flow Sheet Setup</li> </ul>		Disclaimer	Select 💙		
<ul> <li>CA Charting Setup</li> </ul>		Confidential			
CA Others Setup					
<ul> <li>CA Intervention Setup</li> </ul>		Event Captions			
CA Immunization Code Setup		Туре	Note Type		
CA Patient Medical Report Setup		Date	Date/Time		
CA Quick Links Setup					
<ul> <li>CA Consultation Setup</li> <li>CA Admin Setup</li> </ul>		Status	Note Status		
CA Admin Setup Clinician Access		Title	Note Title		
CA Reports					
Снікорого		Performed By	Performed By		

#### c) Create Section

Enterprise Management - 11.2.0				
MOCKRUN MOCKRUN	Dr Anand		14/03/2012 12:34	isoft
Section Create Query Apply Reset Menu				
Code	OB17 <b>*</b>			
Description	Surgeon/Anaesthesia		*	
Title	Surgeon/Anaesthesia			
Туре	Free Format 💉 \star	Template Type	Select 😪	
Selection Type	Select 🗸	Display Order	Select 😒	
Result Category	Select 🗸 M	Configure Output		
Enabled				
Characteristics				
Image Linked				
Building Notes				
Preserve Template Format				
Include only the filled Components				

#### d) Section For Note Type- Map All the Section to Note type

MOCKRUN MOCKRUN		Dr Anand	14/03/2012 12:36	isofi
enu	Section For Note Type			
) 🔩 🛱 🕙	Teate Query Apply Reset	t Hide Menu		
linician Access				
CA Code Setup	Note Type Sur	rgeon Notes 🛛 🖓 🗰		Search
CA Location Setup				00010
Note Group	Attached Sections		lass of	
Note Disclaimer	Sequence No Section Descrip	ption	Chief Co	omplaint Select
Note Type Section	1 Surgeon/Anaes	thesia - Surgeon/Anaesthesia		<b>~</b>
Subsection For Main Section	2 Diagnosis - Dia	anosis		
Subsection For Note Type	-	-		
Note Type By Service	3 Procedure - Pro	ocedure		$\checkmark$
Note Type Access Rights	4 Specimens - Sp	pecimens		
Text Block	5 Status - Status			
Section Template				
- Section Template Output Form	6 LUCS NOTES -	LUCS NOTES		
Rebuild Section Template	7 Abdominal Hyst	trectomy with Bilateral Salpingo - Abdom	ninal Hystrectomy Notes	
- Define Chief Complaint		· · · · ·		
Diagnosis For Chief Complaint				
Note Image List	Available Sections			
Image For Section	Section Starts With	:4:		Search
- Configure Display Criteria				
Default Transcriber Setup Note Template Query List				
CA Flow Sheet Setup				
CA Flow Sheet Setup CA Charting Setup				
CA Others Setup				
CA Others Setup CA Intervention Setup				
CA Immunization Code Setup				
CA Patient Medical Report Setup				
CA Quick Links Setup				
CA Consultation Setup				
CA Admin Setup				
Clinician Access				
CA Reports				

#### 3. Create an Operation/ Procedure

**Step1 Order Catalog-** The Order Catalog function is used to define various Order Categories and its characteristics. Create Code and Long/Short Name for OT surgery.

Enterprise Management - 11.2.0				
MOCKRUN MOCKRUN		Dr Anand	12/03/	22012 16:46 <b>isoft</b>
Menu	Order Catalog			
也 ≒ 🌣 🕙	Teate Query Apply	Reset Hide Menu		
Order Entry Reporting	Ccde	CAR001 *		
▼ OR Code Setup				
▼ OR Order Setup	Long Description	AORTIC ANEURYSM	* Short Description	AORTIC ANEURYSM *
Order Category	Order Category	OT Surgery 🔽 😽	Order Type	CARDIAC SURGERY 🔽 \star
Order Type	Activity Type	Select 🗸	Body Organ	Select 🗸
- Activity Type	Index		Enabled	
- Order Catalog	Index		Ellabled	
- Index Order Catalog - Order Set	Characteristics Timing Fre	equency Applicable Order Review	s Settings Instructions CHART	NG Secondary Task/Prep Turn Arou
- Index Order Set				
Order Catalog to Procedure Link				
Replaceable Orderable				
Speciality For Orderable				
<ul> <li>OR Consent Setup</li> </ul>	Department Only		Complete on Order	
<ul> <li>OR Order Format Setup</li> </ul>	Billable		Charge Type Applicable	Single 🗸
<ul> <li>OR Tick Sheet Setup</li> </ul>			Charge Type Applicable	Siligle 💌
OR Perform Locn Setup	Chart Applicable			
<ul> <li>OR Other Master Setup</li> <li>OR Result Setup</li> </ul>	Confidential			
<ul> <li>OR Admin Setup</li> </ul>	Charting Characteristics	5		
♦ OR Reports	Authorization Required		Nature	Individual 🗸
	Chart Result Type	Select 🗸	Discrete Measure	?
	Module Id	ОТ	Measure/Drug Name	CAR001
	Procedure Link			
	Applicable	Not Applicable 🗸		

Path: Order Entry Reporting ->OR Code Setup-> Order Catalog

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Step2 - Operations/Procedures function allows you to specify all the details pertaining to a particular operation. Select Speciality and Write down same operation code, Long/Short Name as in order catalog and Map it with same Order catalog.

Enterprise Management - 11.2.0					
MOCKRUN MOCKRUN		Dr Anand		12/03/2012 16:49	isoft
	Operations/Procedures				
<u>0 🐄 🕸 🕙 🔚</u>	Create Query Apply R	eset 🛛 Hide Menu			
Operating Theatre ▼ OT Code Setup	Specialty	CARDIOLOGY	? *		
Operations     Specialties	Procedure Coding Scheme	OT - User Defined			
Order Type for Specialty Note Type for Specialties	Operation Code	*	Enabled 🗹		
- Operation Category - Operation Sub Category	Long Description	AORTIC ANEURYSM	*		
· Operation Type	Short Description	AORTIC ANEURYSM	*		
- Surgery Type - Operations/Procedures	Operation Type	F Grade	? *		
- Equipments - Instruments/CSSD Packs - Set Components	Order Type Catalog Cross Reference	CARD-CARDIAC SURGER	? *		
Components	Duration	00:30 <b>*</b> (hh24:mi)			
- Consumable Packs - Surgical Accessories	Side Applicable				
<ul> <li>Surgeon Preferences</li> <li>Prosthesis/implants</li> </ul>	Pre Operative CheckList		?		
▶ Check Lists	Post Operative CheckList		2		
<ul> <li>Swab Count</li> <li>Operative Records</li> </ul>	Swab and Instrument Count		?		
▶ Bookings	Category				
<ul> <li>Anesthesia</li> <li>Others</li> </ul>	Sub Category				
▶ OT Admin Setup	Standard Instructions		Standard Inst	ructions in Local Language	
<ul> <li>Bookings</li> <li>Operations</li> <li>Anesthesia</li> </ul>					
<ul> <li>Queries</li> <li>Reports</li> </ul>					~

#### Step3 -Interface, module billing details

🕄 iSO	FT EM 1	1.2.0	E.		MOCKRUN			AVINASH 12/03	/2012		- P	X
Action	Edit Qu	ery Go	Help Wind	low								
ISOFT	0		28	*≡ ◀ ▶ ≡,	rt 🖬 💼 💵 🗶 🛙	17 2 4		2				
-	Navigat	orS	MSNAVIG								×	^
											-	
	C	omplete	List of Options				Frequently	Accessed List				
			🕫 Banks /		<b>•</b>							
		- I T	👼 Billing Se				Intern	ediate Draft Report				
		- I T	👼 Billing Ru		-1			arge Bill cum Receipt				
		1.1	👼 Multi Pric	227403			1000000	in-Receipt				
				ng Entity Setup			DIII-CU	illi-neceipt				
				pecific Setup								
		中		d Modules Financial I	)tls)							
				tient Billing Details								
			1000 CONTRACTOR	tient Visit Registration	Receipt Format Set							
				cgn Bill Rulc Sctup tient Pharmacy Bill Ru	la Cabua							
			10000 Bit 10000	ent Billing Details	ie setup							
			200 C	l Charges - Episode								
				l Charges - Episode I Charges - Transfer								
				harge Discount Rule								
		1		Catalog Billing Details								
		1		Product Billing Detail:								
				ample/Task Billing D								
				tem Price Setup	, and							
				al Supply Item Price S	etup							
				d Material Sale Price	orup							
				al Item Charging Rule	Setup							
				rise Material Group								
		11		Comion Daim Limit h	Cash Dilling Group							
		<u> </u>							1997 - 2005 - 2016 - 2016	and sector sector		
									🔽 🛛 Disallow Oper	ning of Multiple Forms	5	
								a -	1 218		í I	
	4 44							<u>I</u>	<b>S</b>	<b>~</b>		
											-	
	I											
Record	:1/1			<osc></osc>	:DBG>							
🛃 s	tart	e	ø 😡 "	😡 Sametime Cont	isoft ot [Com	🔁 от	I	🙆 eHospital Infor	50FT EM 11.2	(ar))(	9 4:50 P	

🚳 iSOFT EM 11.2.0	MOCKRUN			AVINASH 12/03/2012		∎₽⊻
Action Edit Query Go Help Window						
150PT 🛛 🖯 🔪 🗞 😪	*= • • =• * 🚮 🖬 🖬	<b>a</b> 💵 🖇				
wwwwwwwwwwwwwwwwwwwwwwwwwwwwwwwwwwwwww						× ^
- Order Catalog Billing De						
	,	-1				
Services for Order Catalog	Charging Stage for Order Catalog					
Order Catego	OT Surgerv *	1	Order Type All Types	•		
Order Catalogs —						
Order Category	Order Type	Nature (	rder Catalog Code *	Description	Item Code	
T OT OT Surgery	CARD CARDIAC SURGERY	A C	AR001	AORTIC ANEURYSM	CAR001	
OT OT Surgery	CARD CARDIAC SURGERY	A C	AR002	PDA (PATENT DUCTUS A	CAR002	
OT OT Surgery	CARD CARDIAC SURGERY		AR003	DECORTICATION	CAR003	
OT OT Surgery	CARD CARDIAC SURGERY	A C	AR004	PERICARDIECTOMY	CAR005	
OT OT Surgery	CARD CARDIAC SURGERY	1 1-	AR005	PERIPHERAL GRAFTING		
T OT OT Surgery	CTVS CTVS	A C	F¥001	CHEST DRAIN	CTV001	
Billing Service By Charge Charge Type	Types Description Any Charge Type	Indic		* el Description F GRADE SURGERY	Default	
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Soft EM 11.2.0         Action Edit Query Go Help Window         Import         Import	MOCKRUN		NASH 12/03/2012	
All All Patient Class	Drder Catalog Code CAR001 Charge Future Orde	AORTIC ANEURYSM r Later rge on Regn Charge on	Compl Charge on Result	
Patient Class Description EM Emergency IP Inpatient OP Outpatient XT External		rge on Regn Charge on	For Payer Check For Payer	•
Record: 1/5	<osc>         Sametime Contacts ♀ ISOFT OT [Co</osc>	mpatibili 🕞 OT	50 ISOFT EM 11.2.0	

After prepared all the masters, mapped with the requirement document and the existing workflow.

After this check the process, from the patient admission to discharge its work properly or not.

Page 62 of 123

#### 4. OT TRANSACTIONS

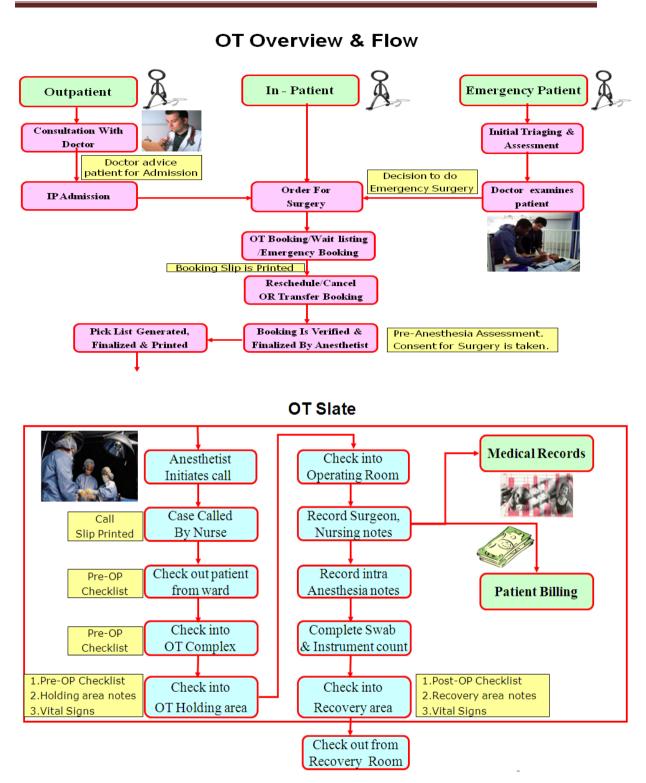
#### 4.1 OT Booking Flow

#### 1. Register the patient

Enterprise Management -	11.2.0		
		Avinash R	08/11/2011 15:28 <b>iSOFT</b>
Register Patient			
Create Query Apply	Reset Menu		
Populate From	Select 💌	?	
Patient ID	*		
Demographic Details Co	ontact Addresses Related Con	acts Documents & Others Financial D	etails
Patient Series	WOMEN & CHILD 🔽 \star	Preferred Facility	MOCKRUN-MKTR
Passport Details		Expiry Date	
Prefix	First Name 🏾 👫	Second Name Family Nam	ne *
Select 😽			
Gender	Select 💌 🗱	Age & Birth Date & Time [	YМDH <mark>Ш *</mark> Т
Blood Group	Select 🛩	RH(D) Factor	Select 💙 Known AllergySelect 😒
Marital Status	?	Birth Place	· · · · · · · · · · · · · · · · · · ·
Patient Category	?		
Residency	💿 Citizen 🔘 Non-Citizen	Status	◉ Legal ◯ Illegal
Nationality	Indian 🛛 ? 🛊	Race	Asians ?
Ethnicity	?	Religion H	tindu ?
Language	BENGALI ?	Alias Name	

Enterprise Management - 11.2.0			
	Avinash R	08/11/2011 15:31	isoft
Register Patient			
Create Query Apply Rese: Menu			
APP-MP0195 Patient is successfully registered with $f WCOO$	<b>1003567</b> , Debuu Yahoo, Male, 35Y		

In patient booking one UHID no. generated which are 12 digits in Artemis and which start with GN. Ex- GN0000012236, GN0000345678



**2. OT Booking-**Select the OT with date.

Enterprise Management - 11.2.0					
		Dr Anand	08/11/20	11 15.25	isoft
		Ur Anana	08/11/20	11 15:35	ISOFI
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OT MANAGER					
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OT SCHEDULING	Schedule Status Day Sch	edule			
Booking Booking Verification	Specialty	?	Surgeon		?
- Cancel / Transfer Booking - Booking Rights	Procedure	?	First Available Date		
- Check-In - Block Theatre Slots	Preferred Date	08/11/2011	Preferred Month		
Release Theatre Slots	Theatre	?			Search Clear
- Surgeon Diary - Generate Schedule		0			
<ul> <li>Surgeon Diary - Maintain Schedule</li> <li>OT SLATE</li> </ul>					
OT REPORTS					
Enterprise Management - 11.2.0					
		Dr Anand	08/11/20	11 15:36	isoft
Booking					
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Schedule Pending Orders Waitlist	t				
Schedule Status Day Schedule					
Specialty	GYNAE & OBST ?	Surgeon		?	
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Theatre	?				Search Clear

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Surgeon         Theatre         Tu we Th         Fr         Sa         Su         Mo         Tu         We         Th         Fr         Sa         Su         Mo         Tu         We         Th         Fr         Sa         Su         Mo         Tu         We         Th         Fr         Sa         Su         Mo         Tu         We         Th         Fr         Sa         Su         Mo         Tu         We         Th         Fr         Sa         Su         Mo         Tu         We         Th         Fr         Sa         Su         Mo         Tu         We         Th         Fr         Sa         Su         Mo         Tu         We         Th         Fr         Sa         Su         Mo         Tu         We         Th         Fr         Sa         Su         Mo         Tu         We         Th         Fr         Sa         Su         Sa         Sa <td></td>	
Surgeon       Theatre       Tu       We       Th       Fr       Sa       Su       Mo       Tu       We       Th       Fr       Sa       Su       Su <td></td>	
NI       OT 1       I1       I3       I5       I5       I3       <	
	13 13
	13 13
schedule Unschedule Holiday Fully Booked (Over Booking Allowed)	

Page 66 of 123

MOCKRUN-MKTR MOCKRUN-MKTR				08/11/2011 15:38	isor
Book Appointment 08/11/201	1 Tuesday, Web Page Dial	og			?
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Booking Date	08/11/2011		Start Time	16:20	
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atient ID	VVC00003567 ? *		Patient Name	Debuu Yahoo	
Gender	Female		Date of Birth	08/11/1976	1
ncounter ID		2	Operating Room	OT 2	]
Specialty	GYNAE	12 *	Patient Position		10
Surgeon		1	Assistant Surgeon		5
Anesthesia		0	Anesthetist		10
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Apply Reset	
Booking Date 08/11/2011 Start Time 16:20	
Surgery Type Elective ? * Patient Class External 💌 *	
Patient ID WC00003567 🛛 🛊 Patient Name Debuu Yahoo	
Gender Female Date of Birth 08/11/1976	
Encounter ID ? Operating Room OT 2	
Specialty GYNAE ? * Patient Position ?	
Surgeon Assistant Surgeon	
Anesthesia ? Anesthetist ?	
Source Type Referral A Microsoft Internet Explorer X Pre Operative Diagnosis	
Operations/Procedures     OK	
Duration * (HH24:mi) Remarks	
Select Cancel	
Operation Code Description Side Applicable Duration Charge	
GYNE001 ABDOMINAL LIGATION Right Side 00:30 Total Payable: 0.0 Patient Payable: 0.0 Patient Paid: 0.0 S	
Total Duration 00:30	

#### 3. Assign a Doctor

	Dr 4		08/11/2011 15:40	isof
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	Finalized	Reassign Theatre Link To Current Episode Assign Anesthetist Assign Surgeon		>

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- Cancel / Transfer Booking Booking Rights	Surgeon			0	Surgery T	ype		Select	*	
- Check-In	Current St	age	All Stages	<b>v</b> *	Change St	age		Select 🗸	]	
Block Theatre Slots Release Theatre Slots		Assistant Surgeon -			? 🔀	5			Search	Clea
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	<									
	Finalized									

Follow these steps when the EXTERNAL patient is admitted as inpatient

•When patient is admitted as an IN-PATIENT and episode / encounter id is generated follow this.

•On the day of scheduled surgery go to BOOKING VERIFICATION -> select patient -> select LINK TO CURRENT EPISODE.

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Booking Rights	Surgeon			2	Surgery Type		Select	*
Check-In	Current Stag	е	All Stages	*	Change Stag		Select 🗸	
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	() WC00003565	Debasish Karnai	m Yahooooo	EXECUT SUITE 6F/	1609/1609 0	οT 1 16	ation (GVNAE & OBST)	<b>•</b>
	0 WC00003567	Debuu Yahoo	•		c	DT 2 16	:20 (GYNAE & OBST)	<u>×</u>
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35Y (EBD) Female WC00003567 10006617 BIRTHING SUITE/2BIRTHSUIT/1228							
[OTIP00000002288, 08/11/2011 16:50]	GYNAE & OBST D		YNAE & OBST/Dr A	lok B/OT 2	202, 08/11/2	2011 16:20-16:50	
Wait List No			Surgery Typ	pe	Elective	*	
Admitting Specialty	GYNAE & OBST		Anesthetist			2	
Anesthesia Type			Operating S	pecialty	GYNAE & OBST	*	
Theatre	OT 2	*	Surgeon		Dr Alok Basu	?*	
Assistant Surgeon 1			Assistant Su	urgeon 2			
0				Pre Oj	perative Diagnosis 🛛 V	/erify CheckList	
Operation Code Description		Side Applicable	Remarks	Charge		20760 B-U	
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#### 4.2 OT for Unscheduled cases/Emergency cases

Emergency case entered directly by Check in option.

Enterprise Management - 11.2.0					
MOCKRUN MOCKRUN		Dr Anand		13/03/2012 14:50	isoft
Menu	Check-In				
🖕 🕶 🕤	📲 Create Apply Reset	Hide Menu			
Operating Theatre > OT Code Setup > OT Admin Setup > Bookings <ul> <li>Operations</li> <li>OT Slate</li> <li>Check Out from Ward</li> </ul>	Check-In Pending Orde Surgery Date WaitList NO Surgery Type	13/03/2012 ## # Select v #	Booking ND Order ID Patient Class	Inpatient 💌 🛊	
└ Check-In → Anesthesia → Queries	Patient :D Encounter ID Date of Birth	* ?	Patient Name Gender Nursing Urit		
▶ Reports	Admitting Specialty	[]]	Surgeon Anesthesia Type		* ?
	Operating Specialty	Pre Operative Diagnosis	Theatre		* ?
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▶ OT Admin Setup	Surgery Date	13/03/2012 🗰 🛊	Booking NO		~
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- Check-In	Patient ID	WC00009238 ? *	Patient Name	Mrs. Ashima Majumda	r
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	Anesthetist	?	Anesthesia Type		?
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Date	Patient ID	Patient Name	Theatre Procedure		opecialty	Surgeon	Status	Location
13/03/2012	WC00000223	Mast. Aditya D Raoshinde ,	01 🤨 AORTI	C ANEURYSM	CARDIOLOGY	Dr Alok B	() Checked-In	M GENERAL WARD
13/03/2012	WC00009238	Mrs.Ashima Majumdar ,	Check-in to OR			Dr Adity D	i Checked-In	General ward
13/03/2012	WC00009101	Mrs. Arunima Roy Burman	Surgery History Anaesthesia Histor	m		Dr Adity	(i) In Recovery	(i) GENERAL WARD
13/03/2012	wc00009101	Biswas 🔸	Patient History	.,		D	Room	GENERAL WARD
			View Consent det	ails				
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			View Consent det View Checklist de	tails	Document			
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			View Consent det View Checklist de	tails	Document			
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olding Area				
Apply Reset				
58Y 1M 3D (EBD) Female	WC00009238 🕮 👘 Mrs. As	shima Majumdar		
022598 GENERAL WARD F/3POST				
OTIP00000006768, 13/03/201	2 14:32]	Dr Adity Deb/GYNAECOLOGY AND OBSTETRICS/OT 1	I	00000926, 13/03/2
Anesthesia Type		Anesthetist		
Theatre	OT 1	Pre Operative Diagnosis Record Chart		
Holding Area Notes	Select 💌			
)				
Operations/Procedures Operation Code	Description		Remarks	Status
GYNE001	ABDOMINAL LIGATIC	oft Internet Explorer 🛛 🔀 —————————————————————————————————	Remarks	Status
01112001			Komarka	
		APP-SM0070 Operation Completed Successfully		
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Iolding Area Details				
Checked-In Date/Time	13/03/2012 🗰 14:36 :	K Holding Bay	Holding Room 1	? *
		notaing bay	Holding Room 1	* 1
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	Slate ply Reset ate Bookin	Menu ng Verification	To Be Reschedule Cases				
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The	atre		Select 💌	Surgeon			?
Stat	tus		All Scheduled To Call Case Called	View By		All	~
						Search	
InS	cheduled Ca	ises					
	Date	Patient ID	Patient Name	Theatre Procedure Specialty	Surgeon	Status	Location
i)	13/03/2012	WC00000223	Mast. Aditya D Raoshinde 🔒	01 <b>()</b> AORTIC ANEURYSM CARDIOLOGY	Dr Alok B	i Checked-In	i general ward
	13/03/2012	WC00009238	Mrs. Ashima Majumdar ,	Check-in to OR Surgery History	Dr Adity D	🚺 In Holding Area	i general ward
	13/03/2012 13/03/2012	WC00009238 WC00009101	Mrs. Ashima Majumdar Mrs. Arunima Roy Burman Biswas	Surgery History Anaesthesia History		i In Holding Area In Recovery Room	i general ward
			Mrs. Arunima Roy Burman	Surgery History Anaesthesia History Patient History	D Dr Adity	(i) In Recovery	
			Mrs. Arunima Roy Burman	Surgery History Anaesthesia History	D Dr Adity	(i) In Recovery	
			Mrs. Arunima Roy Burman	Surgery History Anaesthesia History Patient History View Consent details	D Dr Adity	(i) In Recovery	
			Mrs. Arunima Roy Burman	Surgery History Anaesthesia History Patient History View Consent details View Checklist details	D Dr Adity	(i) In Recovery	
			Mrs. Arunima Roy Burman	Surgery History Anaesthesia History Patient History View Consent details View Checklist details Check In/Out From Holding area/ Document	D Dr Adity	(i) In Recovery	
			Mrs. Arunima Roy Burman	Surgery History Anaesthesia History Patient History View Consent details View Checklist details Check In/Out From Holding area/ Document	D Dr Adity	(i) In Recovery	
i)			Mrs. Arunima Roy Burman	Surgery History Anaesthesia History Patient History View Consent details View Checklist details Check In/Out From Holding area/ Document	D Dr Adity	(i) In Recovery	
			Mrs. Arunima Roy Burman	Surgery History Anaesthesia History Patient History View Consent details View Checklist details Check In/Out From Holding area/ Document	D Dr Adity	(i) In Recovery	<u>Г</u>

Enterprise Management -	11.2.0			
MOCKRUN MOCKRUN		Dr Anand	13/03/2012 15:02	isoft
OT Slate				
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Check-In to OR Apply Reset				
58Y 1M 3D (EBD) Fema	ale WC00009238 🕮 🛛 Mrs. Ashim	ia Majumdar		
10022598 GENERAL WARD F/3PC				
[OTIP0000006768, 13/03/2	012 14:32] Dr	Adity Deb/GYNAECOLOGY AND OBSTETRICS/O	T 1 I 0000	00926, 13/03/2012
Anesthesia Type		Anesthetist		
Theatre	OT 1	Pre Operative Diagnosis Verif	y CheckList	
Operations/Procedure:	s			~
Operation Code	Description	Side Applicable	Remarks	Status
GYNE001	ABDOMINAL _IGATION	Right Side	Remarks	
<b>Check-In to OR</b> Checked-In Date/Time		13/03/2012 III 14:40 <b>*</b>		×

Enterprise Management -	11.2.0			
MOCKRUN MOCKRUN		Dr Anand	13/03/2012 15:02	isofi
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Apply Reset	**			
58Y 1M 3D (EBD) Fema		Irs. Ashima Majumdar		
10022598 GENERAL WARD F/3PC [DTIP00000006768, 13/03/2		JGY Dr Goutam Das Dr Adity Deb/GYNAECOLOGY AND OBSTETRI	CS/07.1 T	000000926, 13/03/2012
Anesthesia Type	.012 14.52	Anesthetist		00000920, 13/03/2012
Theatre	OT 1	Pre Operative Diagnosis	Verify CheckList	
			,	
Operations/Procedure				
Operation Code GYNE001	Description ABDOMINAL _IGATIO	Microsoft Internet Explorer 🛛 🔀	Remarks Remarks	Status
		APP-SM0070 Operation Completed Successfully		
<b>Check-In to OR</b> Checked-In Date/Time		13/03/2012 III 14:40 <b>*</b>		X

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Apply Reset	Menu						
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Theatre Period		13/03/2012 🗰 \star 1	3/03/2012 🗰 🛊 User Role			Operating Surgeo	n 💙 🗱
Theatre		Select 🗸	Surgeon				2
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						Search	
InScheduled Ca Date		Patient Name	Theatre Procedure	Specialty	Surgeon	Status	Location
13/03/2012	WC00000223	Mast. Aditya D Raoshinde	01 <b>O</b> AORTIC ANEURYSM	CARDIOLOGY	Dr Alok B	() Checked-In	
13/03/2012	WC00000223	•					M
13/03/2012	WC00009238	Mrs. Ashima Majumdar 🖡	Record Surgeon Notes Surgery History	GYNAE & OBST	Dr Adity D	🚺 In OR	GENERAL WARD
13/03/2012	WC00009101	Mrs. Arunima Roy Burman	Anaesthesia History	GYNAE &	Dr Adity	i In Recovery	
13/03/2012	WC00009101	Biswas 🔸	Patient History	OBST	D	Room	GENERAL WAR
			View Consent details				
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🔮 Record Surge	on Notes Web Page Di	alog					? 🗙
Record Surgeo	n Notes						
Apply Reset		~					
	3D) Female WC0000		a Majumdar				
	WARD F/3POSTNATAL/1356						
	8, 13/03/2012 14:32]	Dr	Adity Deb/GYNAECO		ICS/OT 1	1000009	26, 13/03/2012
Anesthesia Type			Anesth	etist			
Theatre		OT 1	Docum	entation Level	Specialty	*	
			Dre On	arative Diagnosis	Doct Operative Diagnocic Da	tient History	*
Operation Detail	s Personnel Details	Surgeon Notes Time and	Details				
Operations/Proc	edures Surgical Acces	ssories					
Operation		? * Description					^
						~	
Side Applicable	Select 🗸 \star						=
Side Applicable	Select 💌 \star						
						~	200
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GYNE001	ABDOMINAL LIGATION		Total Payable: 2	-	vable: 20400 Patient Paid: 0		\$
			Included? Appr	oval reqd?			·
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Status	en Completed 🔲 Ones	rations/Procedures 🗌 Prosth	esis Implants				<u> </u>
Documentati	on Completed 🔲 Oper	rations/Procedures 🗋 Prostr	iesis Impiants				~
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MOCKRUN MOCKRUN		Dr Anand	13/03/2012 15:05	isof
r Slate				
Record Surgeon Notes We	eb Page Dialog			?
ecord Surgeon Notes				
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8Y 1M 3D (EBD) Female		Majumdar		
022598 GENERAL WARD F/3POSTN	ATAL/1356 GASTROENTOLOGY Dr Goutam I	Das		
DTIP00000006768, 13/03/2012	14:32] Dr Ac	lity Deb/GYNAECOLOGY AND OBSTETRICS/OT	1 100000	0926, 13/03/201
Inesthesia Type		Anesthetist		
heatre	OT 1	Documentation Level	Specialty 😪	
		Pre Operative Diagnosis — Post O	narativa Diagnocic - Datiant History	
Operation Details Personne	I Details Surgeon Notes Time and D	Details		
Hospital Personnel Visiting				
Specialty	GYNAE & OBST 🔽			
tole		*		
lame		*		
				Select Cancel
pecialty	Role	Name	Position	
GYNAE & OBST	Operating Surgeon	Dr Adity Deb		
GYNAE & OBST	Assistant Surgeon	Dr Amit De		
GYNAE & OBST	Anesthetist	Dr Jayati Ghosh		
tatus				
Documentation Completed	Operations/Procedures Prosthe	sis Implants		
		•		

Surgeon Notes Web Page Dialog			?
Add			
irgeon Notes			Show Heade
otes View	Notes View		
Surgeon/Anaesthesia			
Diagnosis	<u>Diagnosis</u>		
Procedure	diagnosis		
Specimens			
Status			
LUCS NOTES	<u>Specimens</u>		
Abdominal Hystrectomy with Bilateral Salpingo	specimen		
Prev No	ites	Record Sign	Print Previe

	IOCKRUN IOCKRUN			Dr A	nand			13/03/20	112 15:07	isofi
DT Sla	te									
		W-L D D2								
🕙 Edit	/Enter Charge	Details Web Page	e Dialog							? 🗙
Order	Catalog	ABDOMINAL LIC	GATION			Panel	B GRADE SJRGEF	RY		
Select	Service I	ncluded/Excluded	Included/Exclude Action	d <sub>Reason</sub>	Rate/Cl	harge Origina Panel	l Quantity per	UOM	Revised Quant Panel	tity per Total Quantity
		ractitioner/Staff ype	Practitioner/Staff	Total Payable	Patient Payable		Paid	Preapproved Reyd		
	OT CHARGES	Exclude			F	Rate	1.00	NOS	1.00	1.00
	8000.00	) Practitioner	Dr Adity Deb	80	00.00	8000.00		.00		
	SURGEON FEE	Include			7	Rate	1.00	NOS	1.00	1.00
	10000.00	) Practitioner	Dr Adity Deb	100	00.00	10000.00		.00		
	ANAESTHESIS	T Exclude			F	Rate	1.00	NOS	1.00	1.00
	2400.00	) Practitioner	Dr Adity Deb	24	00.00	2400.00		.00		
			Total	20400	0.00 Add (	20400.00 Modify Rer	0.00	Accept	Cancel	
Status Do	ocumentation Ci	ompleted 🗌 Oper	rations/Procedures	Prosthesis Impla	nts					~

Enterprise Management - 11.2.	.0				
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Record Surgeon Notes					
58Y 1M 3D (EBD) Female W	/C00009238 🕮 🛛 🕅	rs. Ashima Majumdar			
10022598 GENERAL WARD F/3POSTNAT	AL/1356 GASTROENTOLO	IGY Dr Goutam Das			
[OTIP0000006768, 13/03/2012 14	4:32]	Dr Adity Deb/GYNAECOLOGY AND	OBSTETRICS/OT 1	1000000	926, 13/03/2012
Anesthesia Type		Anesthetist			^
Theatre	OT 1	Documentation L	evel	Specialty 💌	
		Bre Operative Di	annosis - Post Operative	Diagnocic - Datient History	~
Operation Details Personnel D	Details Surgeon Notes	Time and Details			
Operations/Procedures Surgio	cal Accessories	Microsoft Internet Explorer			
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GYNE001 ABDOMINAL LIC	GATION Right Side	Remarks Included? Approval reqd?	Tationer ayabie. 204		\$
Status					· · · · · · · · · · · · · · · · · · ·
Documentation Completed	Operations/Procedures	Prosthesis Implants			

Enterprise Management - 1	1.2.0			
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Record Surgeon Notes V	Veb Page Dialog			? 🗙
Record Surgeon Notes	0 0			
Apply Reset				
58Y 1M 3D (EBD) Female		Mrs. Ashima Majumdar		
10022598 GENERAL WARD F/3POS1	INATAL/1356 GASTROENTOL	.OGY Dr Goutam Das		
[OTIP0000006768, 13/03/203	12 14:32]	Dr Adity Deb/GYNAECOLOGY AND OBSTET	RICS/0T1 1000000	926, 13/03/2012
Anesthesia Type		Anesthetist		^
Theatre	OT 1	Documentation Level	Specialty	
		Pre Operative Diagnosis	Post Operative Diagnosis — Datient History	~
Operation Details Person	nel Details Surgeon Notes	Time and Details		
Operations/Procedures S	urgical Accessories	Microsoft Internet Explorer	ব	
Operation	? *			^
		APP-SM0070 Operation Completed Successfully		
Side Applicable Select	*	OK		
			~	
const 🗖				Select 🖌
Operation Code Description		e Remarks Charge Total Payable: 20400 Patient Par	vable: 20400 Patient Paid: 0	Status 🛆
GYNE001 ABDOMINA	L LIGATION Right Side	Remarks Included? X Approval reqd? X		\$
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Documentation Completed	d 🛛 🗹 Operations/Procedure:	s Prosthesis Implants		1.0

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T Slate									
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heatre			Select 🗸		Surgeon				2
			All	~	o di gooli				
Status			Scheduled To Call		View By			All	~
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nSchedu	de di ca								
Date	neata	Patient ID	Patient Name	Theatre Procedure	•	Specialty	Surgeon	Status	Location
13/03,	/2012	WC00000223	Mast. Aditya D Raoshinde 🔒	01 <b>()</b> Aortic		CARDIOLOGY	Dr Alok B	() Checked-In	GENERAL WARD
13/03	/2012	WC00009238	Mrs. Ashima Majumdar ,	View Consent detai Cancel Checked-in			Dr Adity D	i In OR	i General ward
13/03,	/2012	WC00009101	Mrs. Arunima Roy Burman Biswas	Reschedule	Cases		Dr Adity D	i In Recovery Room	() GENERAL WARD
				Administrative Fund					

Enterprise Managen	nent - 11.2.0				
MOCKRUN MOCKRUN			Dr Anand	13/03/2012 15:11	isofi
OT Slate					
🕘 Administrative Fu	unction for All Ch	arges Web Page Dialog			? 🔀
58Y 1M 3D (EBD)	Female WC00	009238 🛍 👘 Mrs. Ashima M	ajumdar		
10022598 GENERAL WAR	D F/3POSTNATAL/1				
OTIP00000006768, 1 Operations/Proc		Dr Adity	Y Deb/GYNAECOLOGY AND OBSTETRI	CS/OT 1 10000	00926, 13/03/201
Direct Consumpt	ion				
<ul> <li>Surgical Accesso</li> </ul>	ories				
Accessory Type		Equipments	Operation	ABDOMINAL LIGATION	*
Equipment		* ?	Equipment ID		
Actual Units		*	Remarks	Select Cancel	
<ul> <li>Prosthesis/Imp</li> <li>Consumable Pa</li> </ul>					
🗕 Equipments					
Operation	Package	Actual Units	Equipment ID	Remarks Cha	rge
Instruments/C	SSD Packs				
Completion Status					
Prosthesis/Implants	Completed 🔲	Consumables Completed 📃	Equipments Completed 🔲	Instruments/CSSD Completed	Record

MOCKRUN				
MOCKRUN		Dr Anand	13/03/2012 15:11	isof
T Slate				
Administrative Function for All Char	ges Web Page Dialog			?
58Y 1M 3D (EBD) Female WC000	09238 🕮 🛛 Mrs. Ashima	Majumdar		
0022598 GENERAL WARD F/3POSTNATAL/1350 0TIP00000006768, 13/03/2012 14:32]		as ity Deb/GYNAECOLOGY AND OBSTETRIC	700000	
Operations/Procedures	DP Ad	RY DED/GYNAELOLUGY AND UBSIEIRIG	100000	0926, 13/03/20
Direct Consumption				
Surgical Accessories				
Accessory Type Equipment	Equipments	Operation Equipment ID	ABDOMINAL LIGATION	*
Actual Units	*	Remarks	Select Cancel	
Prosthesis/Implants				
<ul> <li>Prosthesis/Implants</li> <li>Consumable Packs</li> </ul>				
► Consumable Packs				
Consumable Packs Equipments Operation Package	Actual Units Equipment ID	Total Payable: 250.0	Patient Payable: 250.0 Patient Paid:	0.0
Consumable Packs Equipments Operation Package		Total Payable: 250.0	Patient Payable: 250.0 Patient Paid: pproval Reqd? X	0.0 \$
Consumable Packs Equipments Operation Package		Total Payable: 250.0		0.0 <b>S</b>
Consumable Packs     Equipments     Package     ABDOMINAL LIGATION     BAIR HUGGER		Total Payable: 250.0		0.0 \$
Consumable Packs Equipments Uperation Package ABDOMINAL LIGATION BAIR HUGGER Instruments/CSSD Packs		Total Payable: 250.0		0.0 \$
Consumable Packs  Equipments  Jperation Package ABDOMINAL LIGATION BAIR HUGGEF Instruments/CSSD Packs  Completion Status	ξ 1 1 Ι	Remarks Total Payable: 250.0 Included? ✓ A	pproval Reqd? X	.5
Consumable Packs  Equipments  Jperation Package ABDOMINAL LIGATION BAIR HUGGEF Instruments/CSSD Packs  Completion Status		Total Payable: 250.0		0.0 \$
Completion Status Consumable Packs Fquipments Package Package Package Package Package Packs Completion Status Packs Pac	ξ 1 1 Ι	Remarks Total Payable: 250.0 Included? ✓ A	pproval Reqd? X	
Completion Status Consumable Packs Figuipments Package Package Package Package Packs Completion Status Completion Status Packs Pack	ξ 1 1 Ι	Remarks Total Payable: 250.0 Included? ✓ A	pproval Reqd? X	

MOCKRUN MOCKRUN		Dr Anand	13/03/2012 15:11	isof
T Slate				
Administrative Function for A	ll Charges Web Page Dialog			?
58Y 1M 3D (EBD) Female W	C00009238 🕮 🛛 Mrs. As	shima Majumdar		
0022598 GENERAL WARD F/3POSTNAT		ìoutam Das		
OTIP00000006768, 13/03/2012 14	832]	Dr Adity Deb/GYNAECOLOGY AND OBST	ETRICS/0T 1 I00000092	6, 13/03/20
Operations/Procedures				
Direct Consumption				
Surgical Accessories				
Accessory Type	Equipments	Operation	ABDOMINAL LIGATION 💙 🗱	
Equipment	[]			
Actual Units	*	Bomarke	Select Cancel	
Hotadi omo		oft Internet Explorer		
		APP-SM0070 Operation Completed Successfully	· · · · ·	
Prosthesis/Implants				
Consumable Packs		OK		
- Equipments				
Deration Packag	e Actual Units Equipm	ent ID Remarks Charge		
	IUGGER 1 1		0.0 Patient Payable: 250.0 Patient Paid: 0.0 Approval Regd? X	) <u>s</u>
		Included? 🗸	Approval Regor X	
Instruments/CSSD Packs				
Completion Status			_	
Prosthesis/Implants Completed 🗌	Consumables Completed	Equipments Completed	Instruments/CSSD Completed 🗌	Record
		· · · · · · · · · · · · · · · · · · ·		

MOCKRU MOCKRU			Dr Anand			13/03/2012 15:14	isoft
OT Slate							
Apply Reset	Menu						
Slate Bookin	ng Verification	To Be Reschedule Cases					
Theatre Period		13/03/2012 🛄 🛊	13/03/2012 🛄 🛊 User Role			Circulating Nurse	*
Theatre		Select 💙	Surgeon				9
Status		All Scheduled To Call Case Called	View By			All	×
UnScheduled Co		Patient Name		Constanting	D		Location
Date	Patient ID	Mast. Aditya D Raoshinde	Theatre         Procedure           01         I AORTIC ANEURYSM	Specialty	Surgeon Y Dr Alok B	Status	Ogeneral ward
<ol> <li>13/03/2012</li> <li>13/03/2012</li> </ol>	WC00009238	Mrs. Ashima Majumdar Mrs. Arunima Roy Burman Biswas	Check-in to Recovery Area / D Record Nursing Notes Surgery History	ocument	Dr Adity D Dr Adity D	i In OR In Recovery Room	M General ward General ward
			Anaesthesia History Patient History View Consent details Check-Out from OR Swab Count Form View Checklist details Instrument Count				

MOCKRUN MOCKRUN		Dr Anand	13/03/	2012 15:16	isoft
OT Slate					
Check-In To Recovery Ro	om Web Page Dialog				? 🗙
Check-In To Recovery R Apply Reset					
58Y 1M 3D (EBD) Fema	le WC00009238 🔟 🛛 Mrs. Ashir	ma Majumdar			
10022598 GENERAL WARD F/3PO					
[OTIP0000006768, 13/03/20	012 14:32] D	r Adity Deb/GYNAECOLOGY AND	OBSTETRICS/OT 1	1000009	26, 13/03/2012
Anesthesia Type		Anesthetist			
Theatre	OT 1	Pre Operative Dia	agnosis Record Chart		
Recovery Notes	Select 💙				
Operations/Procedures	;				
Operation Code	Description	Rida Apolic	Remai	ks Sta	tus
GYNE001	ABDOMINAL LIGATIC Microsoft	Internet Explorer	Rema Rema	rks	
Check-In To Recovery R Recovery Start Time Recovery Room Untoward Events	<u> </u>	OK	13/03/2	012 14:54	~
Unusual Occurrence Action Remarks	General Rem	? *	Select Cancel	1	
Untoward Event	Action Remark		General Remarks	1	

MOCKRUN MOCKRUN		Dr Anand	13/03/2012 15:17	isof
OT Slate				
Check-Out From Recover				? 🗙
Check-Out From Recove Apply Reset	ery Room			
58Y 1M 3D (EBD) Fema	le WC00009238 🕮 🛛 Mrs. Ashimi	a Majumdar		
10022598 GENERAL WARD F/3PO				
[OTIP0000006768, 13/03/2	012 14:32] Dr /	Adity Deb/GYNAECOLOGY AND OBSTETRICS/	OT 1 10000	00926, 13/03/201
Anesthesia Type		Anesthetist		
Theatre	OT 1	Pre Operative Diagnosis Ver	ify Check-Out CheckList	
Operations/Procedures				
Operation Code	Description	Side # Microsoft Interne	t Explorer	Status
GYNE001	ABDOMINAL LIGATION	Right		
Recovery Room	Recovery Room 1	Recovery S 🚺 AFP-SMOO	70 Operation Completed Successfully	2
Recovery End Time	13/03/2012 14:54 *		ОК	
Check-Out				
Transfer To	Nursing Unit 💌 🍁	Nursing/ Clinic	EXECUT SUITE 5F 🛛 🔋 🍁	
Transfer Time	13/03/2012 🛄 14:55 🔹	Status	Intubated 💌	~
Specimen Details				
Specimen No/Dtl	*	Department	* ?	
Quantity	*		I	Select Cancel
Specimen No/Dtl		Department	Quantity	

By this step, all the process of Operation Theatre completed from admission to discharge. After Operation by administrative charges all the charges included like any use of equipment. After this on the patient need, he/she will be transfer to ward or discharge from hospital.

#### **4.3 FUNCTIONALITY OF OT MODULE**

Operation Theatre Booking helps in scheduling the Operation Theatre. Operation Theatre number, scheduled date and start time of the operation, expected duration, surgeon and procedures to be done are specified at the time of booking. In case, theatres are not available for a preferred date, then the patient can be waitlisted for that day. As soon as a slot gets vacant for that date, the system prompts the user to get the waitlisted patient to the vacant slot. You need to give an appropriate reason to cancel / transfer your booking. After each booking, the system generates a booking slip. Based on the bookings made, the system generates a notification list for each Theatre giving details of the scheduled operations.

Based on the bookings made, the system generates a pick list depending on the surgeon preferences or default accessories defined for the operation. This list can be reviewed and finalized. This list will help in arranging the accessories (instruments, equipments, implants and packs) on the day of surgery.

Operation Slate is a common screen, which lists all the scheduled and unscheduled operations. From this screen, all the stages of operations can be completed depending on the access privileges defined for the user and role. Slate helps in keeping track of individual operation status and simplifies entry of operation details.

Check-In function takes care of patient registration. The system assigns an Operation Number to each operation session. At registration time, if you provide the booking or order reference, the eHIS system automatically displays the patient and the operation information. In case of emergency operations, direct registrations are allowed without prior booking or order. Details of the surgeon, type of anaesthesia and anesthetists are entered. The system provides pre-operative checklists, which can be filled in before the operation. The system facilitates multiple verification stages for checklists.

After the operation has been performed, details of the actual procedures carried out are captured along with the time taken, personnel present, surgical accessories used etc. A surgeon can enter the Operation notes.

Cancel Check-In performs the cancellation of registration by giving the details for cancellation.

A detailed set of informative reports and queries are available. Day-to-day operational reports as well as summarized statistical reports on operations conducted classified by operation groups are available from the system.

#### **OT Benefits**

- OT module helps in managing the operating rooms of a healthcare establishment.
- Standard Procedure coding like (ICD/CPT) can be accommodated.
- Provides checklist for the better control of surgical procedures at various level.
- Comprehensive documentation of the surgical procedure carried out is possible.
- Reduces personal related errors by automating the OT process.

### 5. Functional Acceptance Test Artemis Health Sciences, Gurgaon, Haryana

Operation Theatre Management System Functional Area – Operation Theatre

Objective	To test the functionality of the iSOFT Operation Theatre Management System and this test will prove that module functions are working fine and records entered data and give the expected outputs in the form of queries and reports based on the recorded data
Assumptions Remarks	User will login as module based function responsibility

	Name	Designation	Signature	Date
Prepared By				
Performed By	1.			
	2.			
Verified By	1.			
	2.			

#### **Functional Test Result:**

Total No of Tests	Pass	Fail	Pass Percentage	Remarks

No.	Input	Expected Output	Results	Remarks/Comm ents
1.1	<b>Login in</b> To log into the application before starting to use it. <i>User ID, Password</i>	Responsibility selection pop-up window.		
1.2	Responsibility selection pop-up window.	Main menu page		
2.1.1	Schedule Patient	Schedule Operation completed Successfully		
2.1.2	Schedule Patient	Waitlist Operation completed Successfully		
2.1.3	<b>Booking Verification</b> Booking verification allows verification of booked cases,	Definite Verify		
	no of stages are user definable, booking finalization stage function	Finalize Mark For Reschedule		
	can be used to define these stages. This function also allows setting the booking priority and allows changing the sequence of booking	Reassign Theatre		
		Assign Surgeon Assign Anaesthetist		
	based on urgency of the cases.	Surgery History Patient History		
2.1.4	Resequencing	Operation Completed		
2.1.5	To be rescheduled cases	Operation completed successful message		
2.1.6	Cancel / Transfer Booking	Operation completed successful message		
2.1.7	<b>Check in</b> Check In function is used to record checking in of the patient. The following details are displayed as	Verify checklist	-	
	recorded while booking- Waitlist No, Surgery Type,	Operation completed	-	
	Admitting specialty, Anesthetist, Anesthesia type, Operating specialty , theatre,	Successful message	-	
	Surgeon, Assistant Surgeon 1 and 2.	Patient appears in OT slate		
2.1.8	<b>Booking Summary</b> To report on Theatre wise bookings for given Booking Date.	Generate summary report		
2.1.9	Notification List by OT	Notification List by		

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	Word List for the star by	Wand	T	· · · · · · · · · · · · · · · · · · ·
	Ward List for theatre by operation times and Operating Room.	Ward		
2.1.10	Notification list by OR	Notification List by OR		
2.2.3	Call Case On click of "Call Case" : a screen with User ID and Password is prompted	Status change to Case Called		
2.2.4	Transfer To OT/RD	Select Patient Verify checklist Transfer Patient Status changes to in Transit		
2.2.5	<b>Check In</b> On click of "Check- In': a screen with User ID and Password is prompted. Enter the User ID and Password and click on OK button for validating. Access to this function, "Check-In" screen is displayed, check-in details will be populated . At this stage the Verification of Pre- operative Checklist can be done	Check in screen is displayed Pre-op Checklist available Status change to "check in"		
2.2.6	Check In Holding Area On click of "Check-Into Holding Bay ':a screen with User ID and Password is prompted. Enter the User ID and Password, click on OK button for validating. This screen facilitates recording the vitals, this depend on the vital battery attached to that specialty in specialty master. Holding area notes can be entered by clicking on "Holding area Notes" button. This will show the holding area notes.	Select Holding Area Status change to check in Holding Area		
2.2.7	<b>Check In OR</b> On click of "Check-Into OR': a screen with User ID and Password is prompted Enter the User ID and Password, click on OK button for validating If the user is an authenticated user to access this function, the "Check-In to OR screen is displayed. Check in to OR time con be entered and	Status change to check "In OR" Pre-op Checklist		

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	checklist verification can be	l	<b>1</b>	<u>г</u>
		'		1
	done.	'		1
		'		1
		'		1
220		<u> </u>		<sup> </sup>
2.2.8	Swab Count Form On click			1
	of "swab Count Form': a	Swab count form		1
	screen with User <b>ID</b> and	documented and		
I	Password populated, click on	verified.		1
I	<b>OK</b> button for validating.	'		1
	Swab count form screen is	'		
I	displayed. The existing	'		1
	Operation details are	'		1
L	populated.	<u> </u>		
2.2.9		Instrument Count	Γ I	 
I	Instrument Count	Documented		1
2.2.10	Record Surgeon Notes On			·'
2.2.10	click of "Record Surgeon	Documentation		1
	Notes", a screen with User ID	completed		1
	and Password is prompted	1		1
	Enter the User ID and	'		1
	Password and click on OK	'		1
	button for validating. If the	'		1
	User <b>is</b> an authenticated User	'		1
	to access this function, the	'		
	"Record Surgeon Notes"	'		1
	screen is displayed. <b>This</b>	'		
	screen allows adding	'		1
	operations and removing the	'		1
		'		1
	existing operations in case	'		1
	they are not performed. Personnel involved can be	'		
		'		1
	entered. Surgeon can record –	'		1
	operation notes, notes format	'		1
	is dynamic and comes from	'		1
	the note type associated with	'		
	the speciality.	<b> </b> '	ļ	ļ'
2.2.11	Record Nursing Note On			1
	click of "Record Nursing	'		
	Note" screen with User ID and			l l
I	Password is prompted Enter	OT Operative Note		1
	the User ID and Password and	Documentation		
	click on OK button for	completed		1
		completed		1
	validating. If the User <b>is</b> an	'		1
	authenticated User to access	'		
	this function, the "Record	'		1
	Nursing Notes" screen is	'		1
	displayed. The existing	'		
	Operation details are	'		1
	-	'		
	populated		ļ	<u> </u>
2.2.12	Check-In to Recovery Room	Status change to		
ĺ	On click of on check in to	check" In Recovery		1
	Recovery Room"', a screen	room"		1
		·		

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	with User ID and Password <b>is</b> prompted. Enter the User ID and Password and click on the	Record chart	
	OK button for validating. If the User is an authenticated	Recovery notes	
	User to access this function, the "Check-In to Recovery Room" screen is displayed	Unusual occurrence	
	Room" screen is displayed The existing Operation details are populated. Recovery timings can be entered, vitals, disposal details and untoward events can be recorded.	Disposal details	
2.2.13	<b>Transfer to OT from</b> <b>Recovery Room</b> Transfer to OT from Recovery Room function should be used when patient <b>is</b> transferred back to	Status change to "In OR"	
	theatre from recovery room. Theatre details, Reason for transfer and what should be the new operation status will becaptured in this screen. After the transfer record status will be changed as "Transferred back to <b>OT</b> "	Transfer reason	
2.2.14	<b>Check Out from Recovery</b> <b>Room</b> On click of "Check-Out from Recovery a screen with	Specimen details	
	User ID and Password is prompted Enter the User ID and password, and click on OK button for validating. I f h e User is an authenticated User to access this function, the "Check-Out from Recovery" screen is displayed. This screen captures the recovery details like Recovery timings, check- out time and Transfer details - Transfer to Ward/Mortuary/ICU and in case of ward, ward details are captured.	Post Operative checklist	
3.1	<b>Pre Anaesthesia Evaluation</b> On Click of this option, the Pre Anaesthesia form is displayed	Pre Anaesthesia evaluation recorded	
3.2	Intra Anaesthesia Details On Click of this option, the Intra Anaesthesia form is displayed with pre Anaesthesia details	Intra Anaesthesia evaluation documented	
-		•	 ne 103 of 123

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	n any lated		
	populated.		
3.3		Post Anaesthesia	
010		evaluation	
		documented	
	Post Anaesthesia Evaluation	ascamentea	
	On Click of this option, the		
	Record Post- Anaesthesia		
	Details screen <b>is</b> displayed		
	with the Pre Anaesthesia/Intra		
	Anaesthesia details. On Click		
	of this option, the Record		
	Post- Anaesthesia Details		
	screen <b>is</b> displayed with the		
	Pre Anaesthesia/Intra		
	Anaesthesia details.		
4.1	Bookings Facilitates the	Dookings function	
т. 1	viewing of the booking	Bookings function	
	details. This function triggers	facilitates viewing all	
	the filter criteria to retrieved the bookings and displayed the	the booking details.	
	bookings and displayed the	The booking details	
	lists/waitlist/cancellation and	within a specific	
	rescheduled.	theatre and with a	
		specific status for a	
		particular period can	
		be viewed by	
		specifying the	
		necessary criteria.	
		The query result	
		provides information	
		on the booking	
		details in a specific	
		Operating Theatre or	
		for all Operating	
		Theatres.	
4.2	Surgery History This screen		
	shows patient "Surgery History': User can view	View patient Surgery	
	surgery details	History	
4.3	<b>Operation Register</b> This	<i></i>	
	query trigger the filter criteria	Operation Register	
	to search the required	function is used to	
	operation details.	view all the details of	
	-F	operation performed	
		on the patient which	
		includes Patient	
		History, Surgery	
		History and Patient	
		Demographics details	
5.1 Boo	king List		I
	.7		

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	criteria for viewing all bookings facilitates viewing all the booking details	facilitates viewing all the booking details. The booking details within a specific theatre and with a specific status for a particular period can be viewed by specifying the	
		necessary criteria. The query result provides information on the booking details in a specific Operating Theatre or for all Operating Theatres.	
5.1.2	Bookings by Surgeon	Generate report on theatre Booking by Surgeon <i>Bookings by</i> <i>Surgeon</i>	
5.1.3	Waitlist Report	Generate Waitlist Report	
5.1.4	Cancelled booking	Generate Cancellation Report	
5.2 Boo	oking statistics		I
5.2.1	Booking Statistic by OR	Generate report on operation room booking by date and OR	
5.2.2	Booking Statistic by Surgeon	Generate report on OR booking by Surgeon	
5.2.3	Waiting time by Surgeon/Procedure/Speciality	Generate operation waiting time report	
5.3.1	Operation Theatre Registry	Generate report on operations performed by date, surgeon and speciality	
5.3.2	Operations by OR	Generate operation reports by room	
5.3.3	Operations by Surgeon	Generate operation reports by surgeon based on role (operating surgeon, assisting surgeon	
5.3.4	Emergency Operation	Generate emergency operation report by date, room, surgeon and speciality	

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5.3.5	Specimen Register	Generate OR specimen report by date, time, room, surgeon and	
5.3.6	Registry - Body Parts/ Non	speciality. Generate non-	
5.5.0	Specimen/ Foreign Body	specimen report by date, body part/foreign body/surgeon and speciality	
5.3.7	Implant Register	Generate report on implant.	
5.4.1	Summary of Operations by Surgeon	Generate statistical report on operations by surgeon	
5.4.2	Surgeon Operating Time Statistics	Generate report on operating time	

#### 6. CONCLUSION

- 1. The system is user friendly means the process is less time consuming for the practitioners.
- 2. Online theatre scheduling and wait listing possible.
- 3. Online pre and post operative checklists for the paramedics of the surgeries.
- 4. Statistical reports for better planning and analysis.
- 5. OT module offers a comprehensive set of standard queries and reports.
- 6. The list of master codes enhances the speed and accuracy of data entry.

#### 7. RECOMMENDATIONS

- 1. Happier, more motivated staff, improved patient care and greater efficiency these are the qualities of staff for making the 'The Productive Operating Theatre'
- 2.

		The	Productive	Operating	g Theatre			
Process	Session Patient Patient Handover Consumables Recov							
Enablers		Team-working	king Scheduling			Toolkit		
	Knowing Hov	w We Are Doing	Well Organi	sed Theatre	Operational Stat	us at a Glance		
oundation	Program Leaders' Guide							
oundation			Executive	Leaders' Guid	e			

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# CASE STUDY

# **PATIENT SATISFACTION**

# IN

# **IN-PATIENT DEPARTMENT**

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## **INTRODUCTION**

Measuring marketing effectiveness is no longer an option - it is essential for survival. We need to evaluate both the long-term effectiveness and the short-term effect of any activity. The measurement of effectiveness is a marathon and not a sprint and it is important not to loose sight of the long-term consequences. The main objective of measurement is to understand at a fairly detailed level what worked and what did not. There is a dire need to study whatever behavior, attitude, and perception about services provider and the effectiveness of the modes of communication with the customers.

Experts opinion is that healthcare marketing is a complex equation because most often the producer, that is, the doctor, himself is the marketer. Since the production & consumption takes place simultaneously, as in the case of performing an operation, he or she should ensure zero-error delivery each time and every time. There is no physical or time gap between the production & consumption.

Artemis Health Institute is one of the most preferred health care providers amongst the Delhi & NCR regions. To become the most preferred health care provider there is a need for the development of a systematic and sustainable strategy. The case study identifies the factors contributing to the client retention and increase in the clientele. It also points out the viewpoints of the clients and the service provider.

Thus a system of regular feedback form analysis can give vital information for upgrading the service delivery model. Coordination from all the departments is also very imperative in accomplishing the desired objectives.

## METHODOLOGY

### **Data Collection Method**

It was based on primary and secondary data. The study is descriptive in nature.

#### **Primary Data Collection**

- Interaction and discussion with the patients, patient's attendant and the service providers.
- Observation of the service delivery process in IP Department.

#### **Secondary Data Collection**

- Review of the hospital records.
- Review of the hospital literature.
- Reviewing the various feedback forms.

#### **Data Collection Tool**

- Feedback Forms
- Hospital Records

#### Sample Size: 50

#### VARIOUS ROUTES TO RECEIVING FEEDBACK/CONCERN:

- Through Feedback form collection.
- Receiving verbal (direct or telephone) or written (through letter or e mail) feedback or concern
- Feedback through higher management
- Through media/external sources.
- Through corporate.

#### **RIGHTS OF A PATIENT IN ARTEMIS HEALTH INSTITUTE:**

- To know the treating consultant.
- To know the diagnosis & plan of treatment.
- To know the cost of the treatment.
- May refuse a treatment.
- May ask for 2<sup>nd</sup> opinion.
- May ask for bill updates.
- May ask for medical records.
- May ask for change of consultant.
- To know result of surgery/procedure.
- Patient privacy and confidentiality is assured.
- Right of safety.
- To be told about the alternative treatment if allowed/possible.
- To know the approximate duration for full recovery.
- To know the risk/benefit consequent to surgery procedure.
- To be briefed about medication along with the timelines.
- To be briefed by consultant regarding patient's progress.

#### **GAP ANALYSIS**

Studies indicate that successful service encounter occur when both groups share similar expectations and communicate effectively. When providers give detailed and unambiguous explanations, share control, seek feedback, and display warmth and concern. This further strengthens the patient-provider relationship. However gap may occur between patient and providers expectations, particularly regarding provider

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responsiveness and empathy that may result in patients becoming dissatisfied and spreading negative rumors.

So, variables affecting client satisfaction with healthcare can be grouped into four categories.1<sup>st</sup> socio economic factors are a major determinant of IP Patient's satisfaction and refer to clients perceptions of their provider's communication and interpersonal skills (eg. Caring, empathy, courtesy). 2<sup>nd</sup> system factors refer to the physical or technical aspects of the IP service encounter such as waiting time for appointments, access to services, technical quality of care, costs, comfort, convenience of office facilities and length of the visit.

In addition, moderating factors that affect a patient's degree of satisfaction include socio demographic variables & health status and finally; a patient's network of family and friends can be considered influencing factors.

Whereas, the determinants of provider satisfaction include adequate time for patient visits, availability of equipment and services, meetings with other providers, relationship with patients and patient compliance.

A continuous feedback mechanism is needed to update the changing needs of the customers & their reaction to the products & services.

So, to see into the problems of the patients and to bring improvements in the Executive Health Centre services a feedback form analysis was done.

#### **CATEGORY OF COMPLAINTS:**

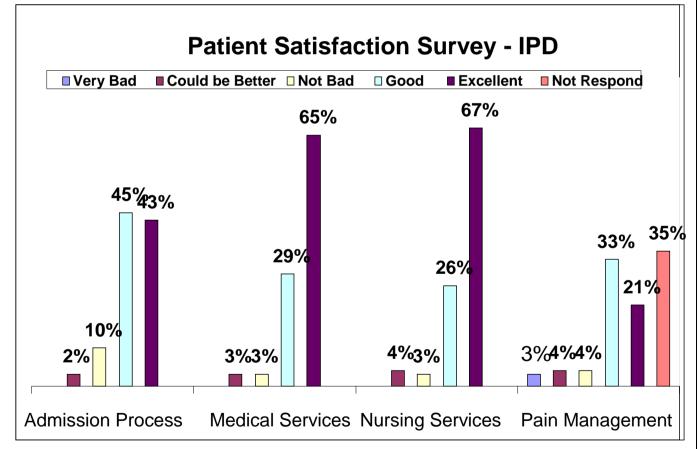
- 1. Access and timeliness
- 2. Communication
- 3. Decision making
- 4. Quality of care

- 5. Costs
- 6. Respect and dignity
- 7. Grievances
- 8. Facility services
- 9. Professional conduct.

### **RATING SCALE**

5 – Excellent, 4 – Good, 3 – Not Bad, 2 – Could be better, 1 – Very Bad,

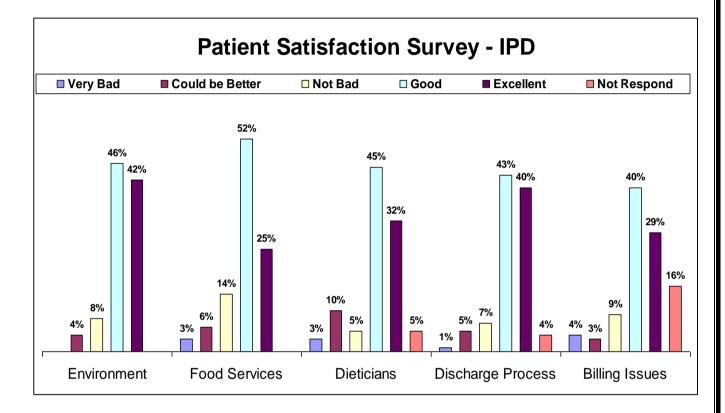
**NR- Not Responded** 



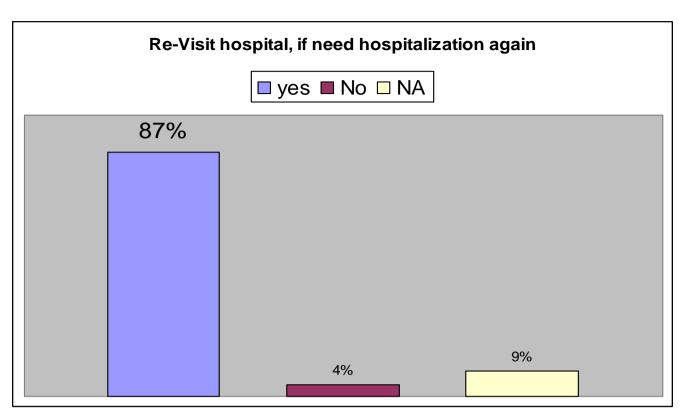
- Above graph shows that most of the patients are highly satisfied by the medical and nursing services, as 65% report excellent medical services and 67% report excellent nursing services.
- Most of the patients are not satisfied by the admission process due to long waiting time for admission.

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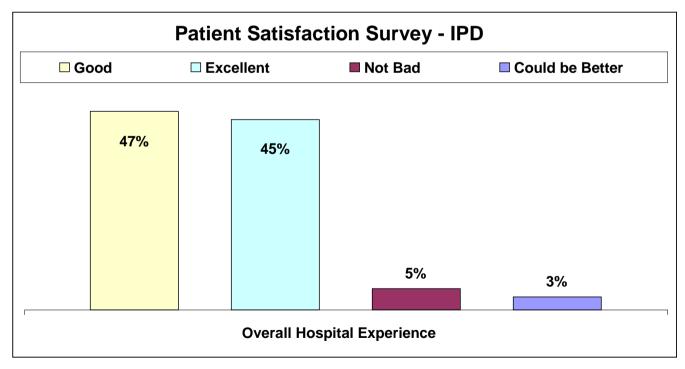
• They also show dissatisfaction towards pain management as only 21% said excellent and 35% did not respond.



- Above graph shows that most of the patients are not satisfied by the F & B and billing services as only few reported the services to be excellent or good.
- The response on discharge process was average as only 43% reported the process as good.
- The environment was reported to be excellent by 42 % patients and good by 46% patients so they were satisfied by the environment.



• Above graph shows that 87% patients would re-visit the hospital if required again, thus they are highly satisfied by the services of Artemis Hospital.



• From the above graph, 45 % patients report excellent overall experience in the hospital including services and treatment provided.

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• 47 % report that the experience during their stay in the hospital was good so most of the patients are satisfied.

### FINDINGS / PROBLEMS IDENTIFIED

- Long Waiting Time for admission
- No proper queuing management at the main admission Counter in the morning time.
- Visiting consultants not on time.
- Bathroom not clean or standard of cleanliness not maintained.
- Lack Of nursing Staff .
- Food quality/service.
- Insufficient light in the room/air-conditioning not working properly.
- Too much noise around the room.
- Doctors not paying attention.
- Medication not given on time.
- Quality of care.
- Wrong estimate for the treatment of the final bill amount.

### RECOMMENDATIONS

- Administration should inform to the visiting consultant to see their patients on time.
- Housekeeping supervisors have to take strict steps for cleaning of the room and toilets by giving morning, afternoon, evening and night surprise visits, by putting a chart on the back of the front gate of the room/toilets, which should be have column of date day and singed of housekeeper/in charge.
- The HOD of Food & beverages dept. should take action for delivery of the food on time.
- Discharges should be planned one day before by the consultants.

#### CONCLUSION

The Study helped to identify the satisfaction level of the patients and their attendants for IP services at Artemis Health Institute. It was found that to become the most preferred health care provider there was a need for a systematic designing of strategy, which is in tune with the needs, desires and suggestions of the IP patients/attendants. A continuous effort for improvement in the service delivery through regular feedback and surveys can yield the desirable results.

Also, more stress need to be given on personal communication and care because the IP patients map the service on two dimensions, i.e. personal attention and efficiency of care.

## Annexure -1

## Feed Back Form (Patient satisfaction Survey-IPD)

Admission Process	Very Bad (1)	Could be Better (2)	Not Bad (3)	Good (4)	Excellent (5)
Friendliness/courtesy of the admitting desk staff					
How well were you oriented to your room					
Cleanliness of your room when you came in					

Our Medical Services	Very Bad (1)	Could be Better (2)	Not Bad (3)	Good (4)	Excellent (5)
How well were you explained about your disease and treatment by the doctors					
Doctors courtesy and friendliness					

Our Nursing Services	Very Bad (1)	Could be Better (2)	Not Bad (3)	Good (4)	Excellent (5)
Responsiveness of nurses					
Friendliness/Courtesy					

Pain Management	Very Bad (1)	Could be Better (2)	Not Bad (3)	Good (4)	Excellent (5)
How well was your pain managed					

Our Environment	Very Bad	Could be	Not Bad	Good	Excellent
				Page 121	of <b>123</b>

	(1)	Better (2)	(3)	(4)	(5)
Room cleanliness and comfort					
Promptness in responding to your needs					
Friendliness /Courtesy of Housekeeping staff					

Food Services	Very Bad (1)	Could be Better (2)	Not Bad (3)	Good (4)	Excellent (5)
Quality of food					
Timeliness of food services					
Friendliness/courtesy of servicing food staff					

Dieticians	Very Bad (1)	Could be Better (2)	Not Bad (3)	Good (4)	Excellent (5)
How well was the diet explained to you					
Friendliness/Courtesy of dieticians					

Discharge Process	Very Bad (1)	Could be Better (2)	Not Bad (3)	Good (4)	Excellent (5)
Speed of discharge process after you were told you could go home					
Information given to your family about medications and other instructions					

Billing Issues	Very Bad (1)	Could be Better (2)	Not Bad (3)	Good (4)	Excellent (5)
----------------	-----------------	---------------------------	----------------	-------------	------------------

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Accuracy of billing			
Friendliness /Courtesy of billing staff			
Friendliness and courtesy of TPA Staff			

Overall hospital Experience	Very Bad (1)	Could be Better (2)	Not Bad (3)	Good (4)	Excellent (5)
How would you rate your overall hospital experience					
Would you prefer to comeback should you need hospitalization again					
would you recommend this hospital to your family and friends					

Patient's Name .....

GNID No.....

Room No.....

Signature of Patient / Attendant

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