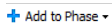


Placing Admit/Transfer Orders

All orders continue until they are discontinued. You will need to review and reconcile ALL orders when a patient is transferred to a different level of care, or after surgery, but you do not need to discontinue and re-order all orders.

Follow these steps for writing admit/transfer orders:

1. **Discontinue** any prior Powerplans that are no longer needed. For post op patients DO NOT discontinue the PACU orderset(s)
2. **Perform an Admission Reconciliation** for your admit orders
3. **Perform an all orders Transfer Reconciliation** for your transfer orders
 - a. Review and reconcile medication AND non medication orders (DO NOT Discontinue the PACU orders on the Transfer Medication Reconciliation.) After surgery, resume suspended floor medications you want to continue with this step. All non medication orders will default to continue unless changed.
 - b. If you only have a few orders to add, you can add them from the reconciliation screen, sign and skip the following steps.
4. **Place** your Admit/Transfer/Post op Powerplan.
 - a. **Click Add to Phase** for any additional orders 
 - b. **Add** orders you want to be implemented immediately, or critically timed orders on the Initiate in ED/PACU phase.
 - c. **Add** all other orders intended to happen on the admitting unit in the Leave Planned Until Floor phase.
5. **Do NOT initiate** Leave Planned Until Floor phase until the patient arrives at the admitting unit (the floor nurses are responsible for this step).