



Nursing Service Guidelines Operating Room (OR)

Title: **PATIENT CHARGING GUIDELINES**

Responsibility: ALL OR personnel.

Purpose of Guidelines: Patient charges shall be generated from the Resource Maps (aka Case Cards) for each procedure completed by exception. The goal is to provide an accurate and consistent method for tracking and documenting use of OR supplies.

Procedure:

1. Each Resource Map (aka Case Card) should be reviewed prior to setting up the case for accuracy.
2. During each procedure, any changes of supply items or quantity should be noted in the Electronic Medical Record (EMR).
3. Items used that are not typed on the resource map will be added to the EMR by the circulator with the item name, catalog number, and quantity used.
- 4.
5. It is the circulator's responsibility to maintain an accurate accounting and record of supplies used during a procedure.

Revised by: Ronni Zona RN, BSN, CNOR, Perioperative Nurse Educator, Operating Room.

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Reviewed: 7/05, 7/08, 10/11, 10/14, 2/16, 2/2019, 12/2022

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Reviewed by Policy & Standard Committee, 2/2016, 2/2019, 12/2022.