

OPERATING ROOM GUIDELINE GENERAL

Guideline: Patient charging

Policy Number Superseded:

Responsibility: All OR personnel



Effective Date:

Initial Effective Date:
July 2002

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. It is the circulator's responsibility to maintain an accurate accounting and record of supplies used during a procedure.

Approved by:

*Kurt Kless, MSN, MBA, RN, NE-BC
Chief Nursing Officer*

Initial effective date:

July 2002

Review/Revision Date:

July 2005

July 2008

October 2011

October 2014

Review/Revision Completed by:
Operating Room Management
Reviewed by Policy & Standard
Committee: 2/2016, 2/2019,
12/2022

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December 2022

Next review date: