

NURSING SERVICE GUIDELINES PRE-ADMISSION TESTING (PAT)

Guideline: Chart preparation for day of surgery in pre-admission testing (PAT) center



Policy Number Superseded:

Effective Date:
June 2023

Responsibility: PAT Registered Nurse (RN)

Initial Effective Date:
July 2005

Purpose of Guidelines: In order to facilitate efficient departmental workflows, every attempt will be made to ensure that each surgical patient has a medical record chart available on the day of surgery.

Procedure:

- (A) The chart is assembled, and patient identification stickers are applied to all pages.
- (B) Every effort is made to obtain informed consent, H&P, antibiotic if indicated, and any additional data, prior to day of surgery.
- (C) Physicians and clinic staff are asked to make documents available no less than 3 days prior to surgery.
- (D) The RN will obtain information as needed for medical clearance, and will consult an anesthesiologist with abnormal results or questions.
- (E) Obtain updated surgery schedule at 3 p.m. to check for changes prior to reminder calls.
- (F) Charts and copy of the PAT daily worksheet are taken to both the main and George Isaac pre-op nurses' station and the main OR desk.
- (G) Report to OR charge nurse if calls not completed (i.e., NA or busy) to be called later; also report anything unusual in OR schedule that may cause delay or other problem on day of surgery.

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Approved by:

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Chief Nursing Officer*

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Review/Revision Completed by:

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Surgical Services*

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