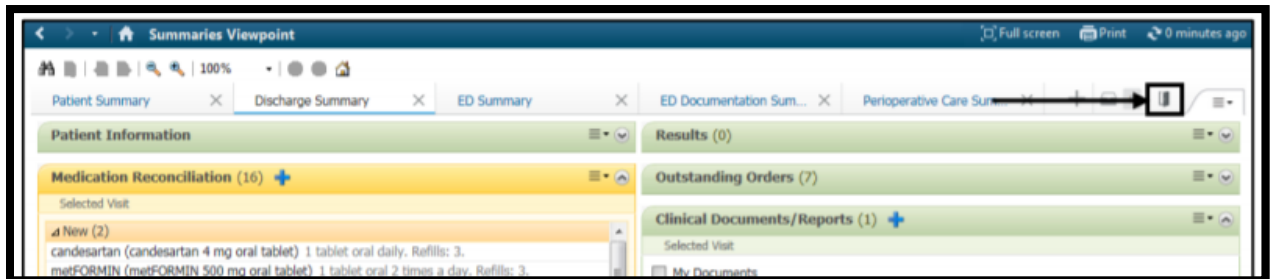


## CRITICAL CARE Discharge Checklist

**\*\*Mental Health Patients are to be discharged prior to sending to B7\*\***

- Notify Charge Nurse, patient/family for planned discharge
- CRITICAL CARE MRP/delegate to order the **“Common Discharge”** Module
  - In the module, order for discharge is created, out-patient clinic appointment, transportation plans and follow up instructions can be entered
- CRITICAL CARE MRP/delegate to complete Discharge Medication Reconciliation
  - Tip – Have all critical care orders discontinued first
- CRITICAL CARE MRP/delegate to print prescriptions
- CRITICAL CARE MRP/Delegate to dictate note (can be done later, do not hold discharge)
- RN to enter follow up instructions, if not completed
- RN to sign and print discharge summary and provide copy to patient. These documents can now be accessed by selecting the **Discharge Process Icon** found on the Discharge Summary mPage. The Depart Process window will open and you can Sign and Print the patient’s discharge documents.



- RN to give patient prescriptions and provide education
- RN to fax referrals for SWLHIN (previously called CCAC) arrangements
- RN to assist with transport arrangements, if required
- Document discharge education provided to patient and family
- Report any delays in discharge to Charge Nurse for assistance
- Gather belongings and any valuables/meds that are locked up in unit or business office
- Please select **END CASE** to discharge patient from monitor