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Purpose

A visual tool to aid communication across the multidisciplinary team with regard to the patient's current status in their journey towards discharge or transfer.

Policy

All CDHB wards/units have a system which communicates the individual Patient's Journey status either on a magnetic board or an electronic screen, in addition to the patient's locality within the ward.

The names of Staff involved in the care of the patient is also displayed on the board/screen.

Scope

Multidisciplinary Team members within the CDHB.

Standards

- The board must be current and up to date at all times
- Standardised magnets/icons are used to indicate risks and assessments of the patient in preparation for discharge/transfer
- No clinical information is displayed in a format that can be read by unauthorised personnel. (see privacy section below)
- Ward/unit specific magnets/icons are permitted to further enhance communication across the multidisciplinary team.
- Information displayed on the status board is also documented in the patients Clinical Record.
- The following information is displayed on the Board/screen:
 - Patients full name

- Bed Space Number
- Interdisciplinary Teams
- Nurse/Midwife for the shift
- Alerts (use magnets/icons to indicate these per patient)
- Discharge Destination (if not home)
- EDD (estimated date of discharge)
- Similar or same name patients in the ward must have a Similar Name Alert displayed on the board/screen.
- Columns exist for the full multidisciplinary team to identify patient discharge status – Medical, Physiotherapist, Occupational Therapist, Social Worker, Speech Language Therapist, Lactation Consultant, Dietician and Pharmacy.
- On wards where the full contingent of Allied Health team columns are not in use, an “Other Teams” column must be present to enable the absent Allied Health group to display their input when required. e.g. SLT, Psychologist, CREST, Maori Health Worker, Specialist Nursing teams etc.
- Discharge Planning information on the board/screen includes
 - The Multidisciplinary referral and discharge status of the patient
 - Estimated Date of Discharge

Privacy

- Where Patient Status boards are located in public areas (i.e. corridor) a flap may be fitted to cover patient names when the board is not in use. This flap is NOT mandatory as no clinical information is displayed in an encoded manner.
- As per patient admission policy, consent to display patient’s name must be obtained from the patient prior to placing their name on the Patient Communication Status Board/FloView screen

Staff Training

All staff are referred to the ward specific information regarding the PSCB/FloView screen on induction to the department /ward.

Roles and Responsibilities

- All staff are responsible to ensure the information is always kept up to date and at times staff members may update the information on behalf of other staff. For example, such as following an IDT meeting or ward round the CNM/CMM or other staff member may update changes that were agreed during the course of the meeting.

Associated Documents

Privacy Policy, Volume 11 CDHB

Measurement or Evaluation

PSCB/FloView screen information is audited against the Patient Status Communication Board/FloView Screen – Audit Tool

Policy Owner	Releasing Time to Care Steering Group
Policy Authoriser	Executive Director of Nursing
Authorisation date	23 June 2017