

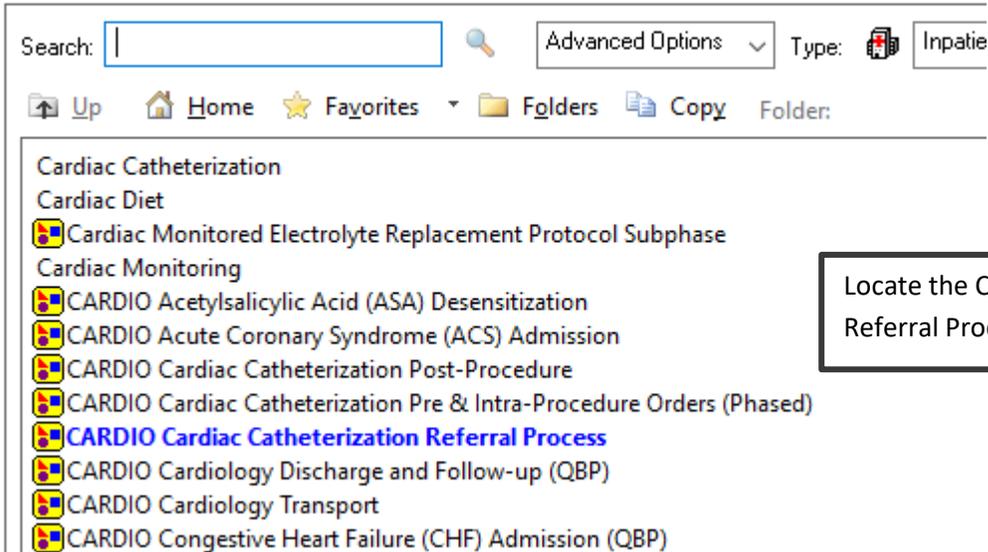
## Referral Order

This workflow is for All Cardiac Catheterization Referrals. Referrals are processed through a centralized triage process at Hamilton Health Sciences. This Referral Process is also embedded in the ACS power plan and the post HIU Powerplan.

### **Part One: Physicians:**



Click on the Add button beside Orders

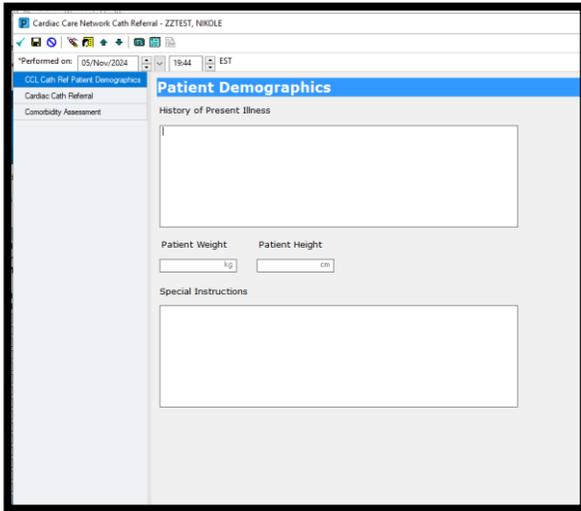


Locate the Cardiac Catheterization Referral Process Powerplan



Review the order and click Initiate Now

# Cardiac Catheterization Referral Order HIS Tip Sheet



**Cardiac Care Network Cath Referral - ZZTEST, NIKOLE**

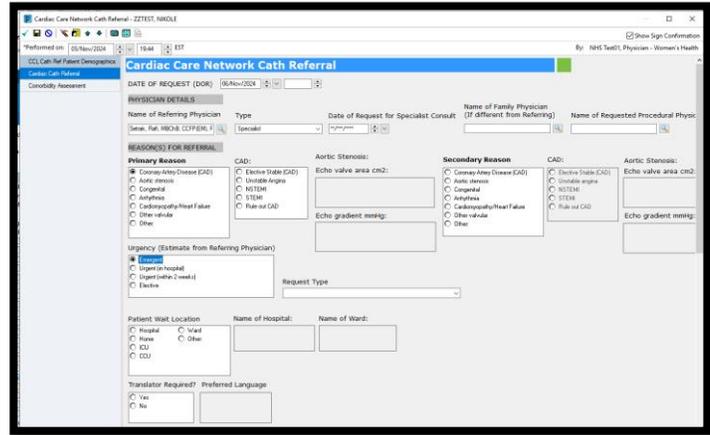
\*Performed on: 05/Nov/2024 19:44 EST

**Patient Demographics**

History of Present Illness

Patient Weight:  kg Patient Height:  cm

Special Instructions



**Cardiac Care Network Cath Referral**

DATE OF REQUEST (DOB): 05/Nov/2024 19:44 EST

**REASONS FOR REFERRAL**

**Primary Reason**

Coronary Artery Disease (CAD)  Aortic Stenosis  Aortic Regurgitation  Mitral Stenosis  Mitral Regurgitation  Tricuspid Regurgitation  Other valve

**Secondary Reason**

Coronary Artery Disease (CAD)  Aortic Stenosis  Aortic Regurgitation  Mitral Stenosis  Mitral Regurgitation  Tricuspid Regurgitation  Other valve

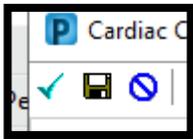
Urgency (Estimate from Referring Physician)

Urgent (at hospital)  Urgent (within 2 weeks)  Elective

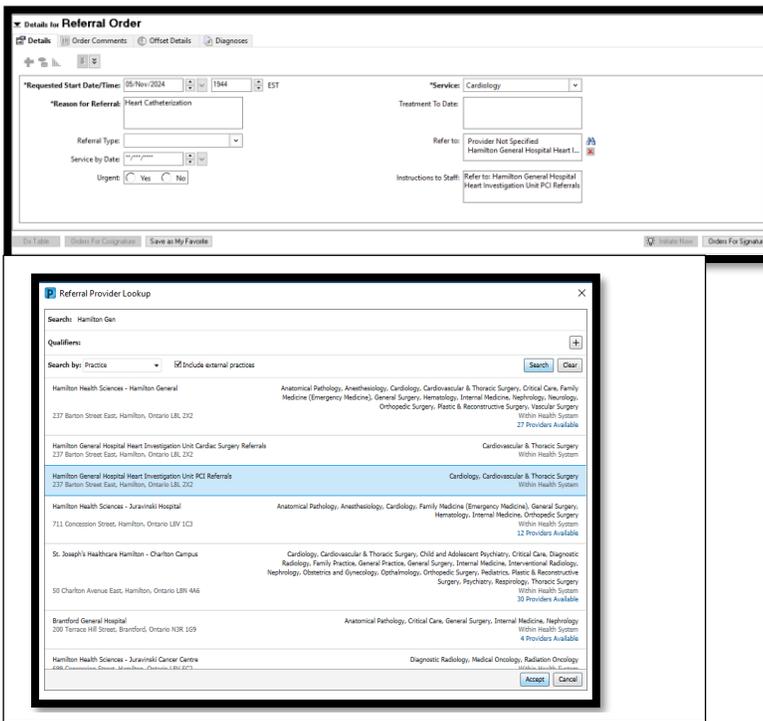
Request Type:

Patient Wait Location:  Name of Hospital:  Name of Ward:

Translator Required?  Yes  No Preferred Language:



Complete the Cardiac Care Network Referral Form and click the green checkmark to save.



**Details for Referral Order**

\*Requested Start Date/Time: 05/Nov/2024 19:44 EST

\*Reason for Referral: Heart Catheterization

Service:  Cardiology

Referral Type:  Provider Not Specified

Refer to:  Hamilton General Hospital Heart L...

Instructions to Staff:  Refer to: Hamilton General Hospital Heart Investigation Unit PCI Referrals

Urgent:  Yes  No

**Referral Provider Lookup**

Search: Hamilton Gen

Qualifiers:

Search by: Practices  Include external practices

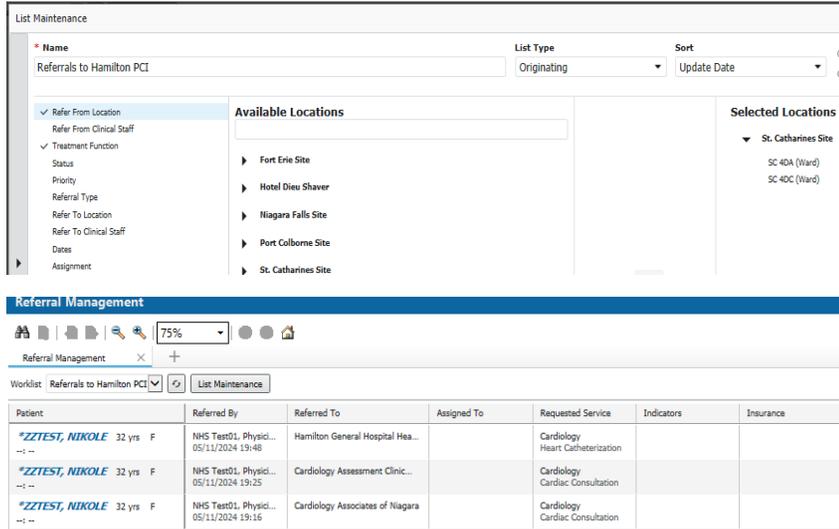
Hamilton Health Sciences - Hamilton General 237 Barton Street East, Hamilton, Ontario L8L 2S2	Anatomical Pathology, Anesthesiology, Cardiology, Cardiovascular & Thoracic Surgery, Critical Care, Family Medicine (Emergency Medicine), General Surgery, Hematology, Internal Medicine, Neurology, Neurosurgery, Orthopedic Surgery, Plastic & Reconstructive Surgery, Vascular Surgery With Health System 27 Providers Available
Hamilton General Hospital Heart Investigation Unit Cardiac Surgery Referrals 237 Barton Street East, Hamilton, Ontario L8L 2S2	Cardiovascular & Thoracic Surgery With Health System
Hamilton General Hospital Heart Investigation Unit PCI Referrals 237 Barton Street East, Hamilton, Ontario L8L 2S2	Cardiology, Cardiovascular & Thoracic Surgery With Health System
Hamilton Health Sciences - Juravinski Hospital 711 Concession Street, Hamilton, Ontario L8V 1C3	Anatomical Pathology, Anesthesiology, Cardiology, Family Medicine (Emergency Medicine), General Surgery, Hematology, Internal Medicine, Orthopedic Surgery, Neurology, Internal Medicine, Plastic & Reconstructive Surgery, Psychiatry, Respiratory With Health System 12 Providers Available
St. Joseph's Healthcare Hamilton - Charlton Campus 50 Charlton Avenue East, Hamilton, Ontario L8N 4A6	Cardiology, Cardiovascular & Thoracic Surgery, Child and Adolescent Psychiatry, Critical Care, Diagnostic Radiology, Family Practice, General Practice, General Surgery, Internal Medicine, Interventional Radiology, Neurology, Obstetrics and Gynecology, Ophthalmology, Orthopedic Surgery, Pediatrics, Plastic & Reconstructive Surgery, Psychiatry, Respiratory, Thoracic Surgery With Health System 39 Providers Available
Stamford General Hospital 300 Terrace Hill Street, Brantford, Ontario N3R 1S9	Anatomical Pathology, Critical Care, General Surgery, Internal Medicine, Neurology With Health System 4 Providers Available
Hamilton Health Sciences - Juravinski Cancer Centre 488 Concession Street, Hamilton, Ontario L8L 2C7	Diagnostic Radiology, Medical Oncology, Radiation Oncology With Health System

- Modify the Order (Only if necessary)
1. The order must be modified and all the yellow required fields completed
  2. Service: choose from the drop down
  3. Reason for Referral: specify the reason
  4. Refer to: click on the binoculars to choose the refer to location.
    - a. Change to Practice and search for Hamilton General Hospital Heart Investigation PCI Referral
  5. Optional: all other fields, but you can specify the Urgency and a Service Date
  6. Sign the referral and let the clerk know the patient has been referred for cardiac catheterization.

## Cardiac Catheterization Referral Order HIS Tip Sheet

### **PART TWO: WARD CLERK:** The referral must be electronically sent to HHS by a nurse or clerk.

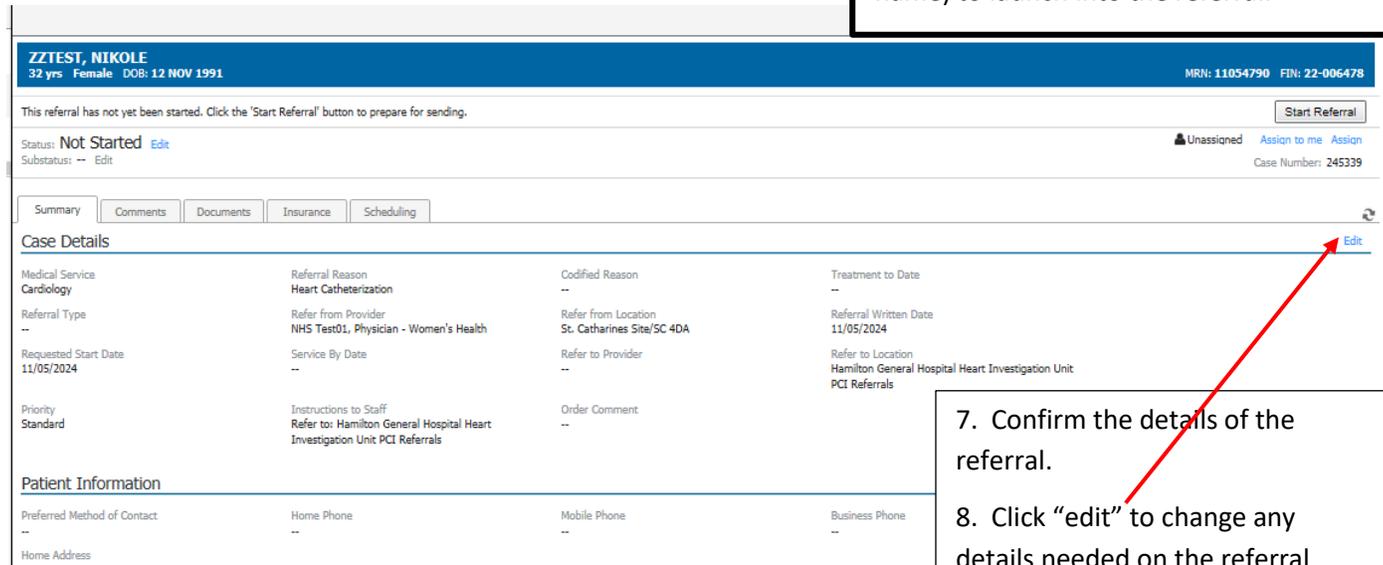
#### Step 1: Set up an “Originating” List



Patient	Referred By	Referred To	Assigned To	Requested Service	Indicators	Insurance
ZZTEST, NIKOLE 32 yrs F	NHS Test01, Physic... 05/11/2024 19:48	Hamilton General Hospital Hea...		Cardiology Heart Catheterization		
ZZTEST, NIKOLE 32 yrs F	NHS Test01, Physic... 05/11/2024 19:25	Cardiology Assessment Clinic...		Cardiology Cardiac Consultation		
ZZTEST, NIKOLE 32 yrs F	NHS Test01, Physic... 05/11/2024 19:16	Cardiology Associates of Niagara		Cardiology Cardiac Consultation		

To set up the Referral List:

2. Give the name a list: Referrals to Hamilton PCI
3. Pick the Originating List type
4. Click on the referral list maintenance location.
  - a) click on Refer from Location
  - b) search and add the unit the referral is coming from.
5. Close your List maintenance and choose the list from your dropdown menu.
6. Click in the blue box (not on the patient name) to launch into the referral.



**ZZTEST, NIKOLE**  
 32 yrs Female DOB: 12 NOV 1991 MRN: 11054790 FIN: 22-006478

This referral has not yet been started. Click the 'Start Referral' button to prepare for sending. [Start Referral](#)

Status: **Not Started** [Edit](#) [Unassigned](#) [Assign to me](#) [Assign](#)  
 Substatus: -- [Edit](#) Case Number: 245339

Summary | Comments | Documents | Insurance | Scheduling

**Case Details** [Edit](#)

Medical Service <b>Cardiology</b>	Referral Reason <b>Heart Catheterization</b>	Codified Reason --	Treatment to Date --
Referral Type --	Refer from Provider NHS Test01, Physician - Women's Health	Refer from Location St. Catharines Site/SC 40A	Referral Written Date 11/05/2024
Requested Start Date 11/05/2024	Service By Date --	Refer to Provider --	Refer to Location Hamilton General Hospital Heart Investigation Unit PCI Referrals
Priority <b>Standard</b>	Instructions to Staff Refer to: Hamilton General Hospital Heart Investigation Unit PCI Referrals	Order Comment --	

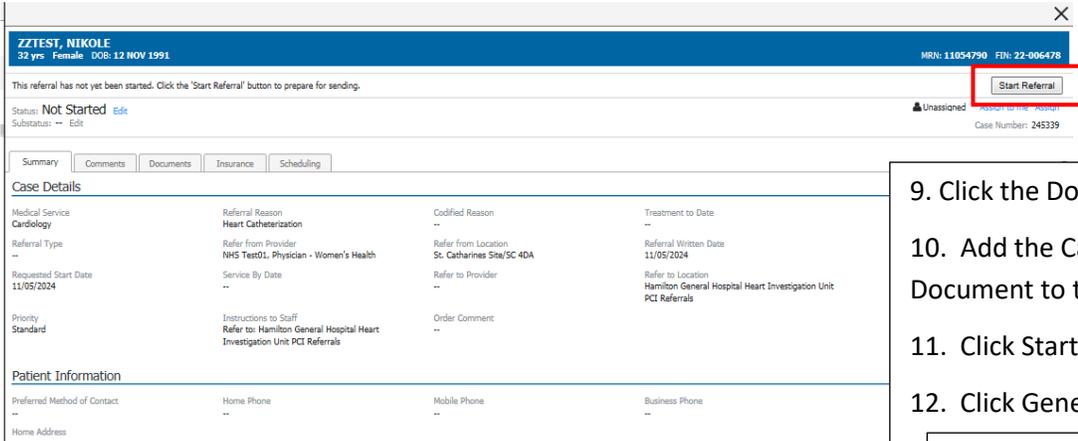
**Patient Information**

Preferred Method of Contact --	Home Phone --	Mobile Phone --	Business Phone --
Home Address			

7. Confirm the details of the referral.

8. Click “edit” to change any details needed on the referral

# Cardiac Catheterization Referral Order HIS Tip Sheet



**ZZTEST, NIKOLE**  
 32 yrs Female DOB: 12 NOV 1991 MRN: 11054790 FIN: 22-006478

This referral has not yet been started. Click the 'Start Referral' button to prepare for sending.

Status: **Not Started** Edit  
 Substatus: -- Edit

Unassigned Assign to me Assign Case Number: 245339

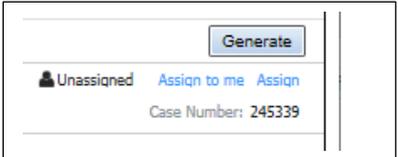
Summary | Comments | Documents | Insurance | Scheduling

**Case Details**

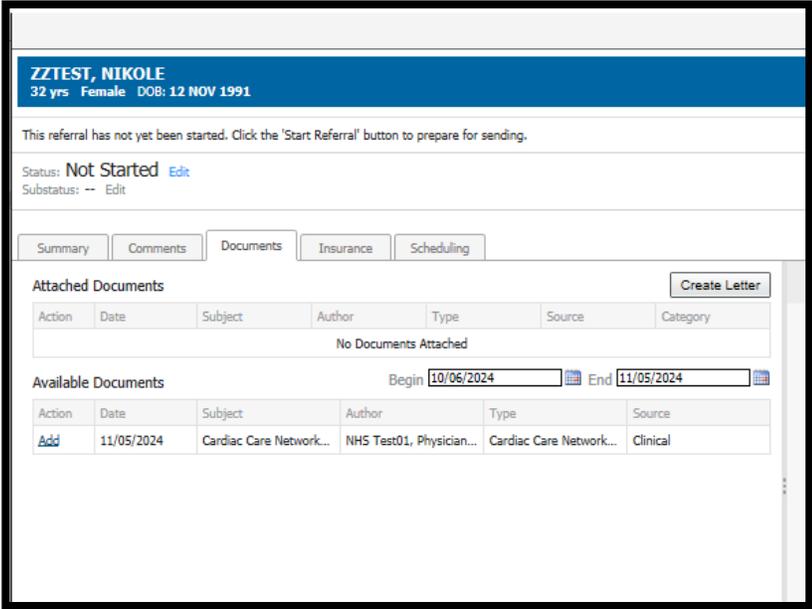
Medical Service Cardiology	Referral Reason Heart Catheterization	Codified Reason --	Treatment to Date --
Referral Type --	Refer from Provider NHS Test01, Physician - Women's Health	Refer from Location St. Catharines Site/SC 4DA	Referral Written Date 11/05/2024
Requested Start Date 11/05/2024	Service By Date --	Refer to Provider --	Refer to Location Hamilton General Hospital Heart Investigation Unit PCI Referrals
Priority Standard	Instructions to Staff Refer to: Hamilton General Hospital Heart Investigation Unit PCI Referrals	Order Comment --	

**Patient Information**

Preferred Method of Contact --	Home Phone --	Mobile Phone --	Business Phone --
Home Address			

9. Click the Documents button.
  10. Add the Cardiac Care Network Document to the referral.
  11. Click Start Referral
  12. Click Generate
- 
- Generate  
 Unassigned Assign to me Assign Case Number: 245339

13. A provider letter will populate for editing.
- Note: Please see Tip Sheet for adding Niagara Health Log to Letters as a one time set up.



**ZZTEST, NIKOLE**  
 32 yrs Female DOB: 12 NOV 1991

This referral has not yet been started. Click the 'Start Referral' button to prepare for sending.

Status: **Not Started** Edit  
 Substatus: -- Edit

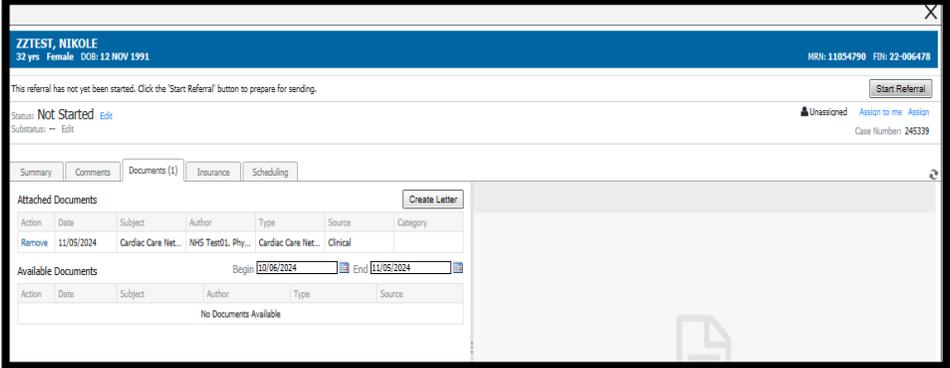
Summary | Comments | Documents | Insurance | Scheduling

**Attached Documents** Create Letter

Action	Date	Subject	Author	Type	Source	Category
No Documents Attached						

Available Documents Begin: 10/06/2024 End: 11/05/2024

Action	Date	Subject	Author	Type	Source
Add	11/05/2024	Cardiac Care Network...	NHS Test01, Physician...	Cardiac Care Network...	Clinical



**ZZTEST, NIKOLE**  
 32 yrs Female DOB: 12 NOV 1991 MRN: 11054790 FIN: 22-006478

This referral has not yet been started. Click the 'Start Referral' button to prepare for sending.

Status: **Not Started** Edit  
 Substatus: -- Edit

Unassigned Assign to me Assign Case Number: 245339

Summary | Comments | Documents (1) | Insurance | Scheduling

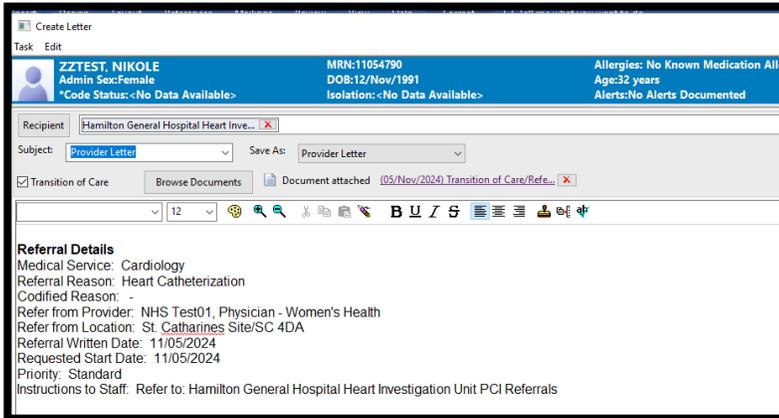
**Attached Documents** Create Letter

Action	Date	Subject	Author	Type	Source	Category
Remove	11/05/2024	Cardiac Care Net...	NHS Test01, Phy...	Cardiac Care Net...	Clinical	

Available Documents Begin: 10/06/2024 End: 11/05/2024

Action	Date	Subject	Author	Type	Source
No Documents Available					

## Cardiac Catheterization Referral Order HIS Tip Sheet



**Task** Create Letter

**Task** Edit

**Patient:** ZZTEST, NIKOLE  
 Admin Sex: Female  
 \*Code Status: <No Data Available>

**MRN:** 11054790  
 DOB: 12/Nov/1991  
 Isolation: <No Data Available>

**Allergies:** No Known Medication All...  
 Age: 32 years  
 Alerts: No Alerts Documented

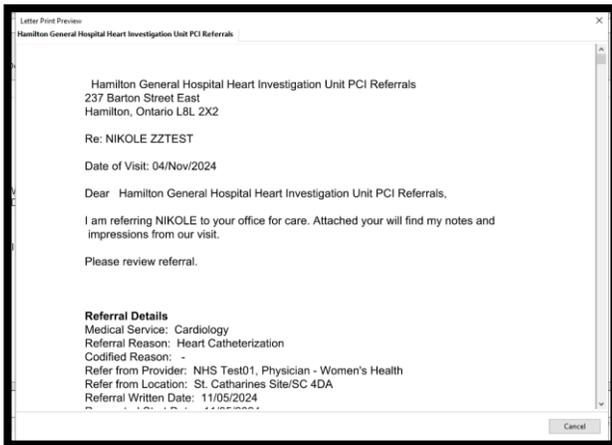
**Recipient:** Hamilton General Hospital Heart Inve... X

**Subject:** Provider Letter Save As: Provider Letter

Transition of Care **Browse Documents** Document attached (05/Nov/2024) Transition of Care/Ref... X

**Referral Details**  
 Medical Service: Cardiology  
 Referral Reason: Heart Catheterization  
 Codified Reason: -  
 Refer from Provider: NHS Test01, Physician - Women's Health  
 Refer from Location: St. Catharines Site/SC 4DA  
 Referral Written Date: 11/05/2024  
 Requested Start Date: 11/05/2024  
 Priority: Standard  
 Instructions to Staff: Refer to: Hamilton General Hospital Heart Investigation Unit PCI Referrals

14. You can edit the provider letter just like in Word, but the letter has been pre-populated with content.
15. The Cath Lab (HIU) Referral is attached.
16. Click preview in the bottom right corner to review.
17. Confirm the Recipient.
18. Once confirmed click the "Ok" and the referral will be sent to Hamilton.
19. Provider letter will save to patient chart



Hamilton General Hospital Heart Investigation Unit PCI Referrals  
 237 Barton Street East  
 Hamilton, Ontario L8L 2X2

Re: NIKOLE ZZTEST  
 Date of Visit: 04/Nov/2024

Dear Hamilton General Hospital Heart Investigation Unit PCI Referrals,

I am referring NIKOLE to your office for care. Attached you will find my notes and impressions from our visit.

Please review referral.

**Referral Details**  
 Medical Service: Cardiology  
 Referral Reason: Heart Catheterization  
 Codified Reason: -  
 Refer from Provider: NHS Test01, Physician - Women's Health  
 Refer from Location: St. Catharines Site/SC 4DA  
 Referral Written Date: 11/05/2024

Cancel

Sample of the Provider Letter.

Sample of documentation saved to patient chart.

Service Date/Ti...	Subject	Type
2024-Nov-05 20:24:00	Provider Letter	Provider Letter
2024-Nov-05 19:44:00	Cardiac Care Network Cath Referral	Cardiac Care Network Cath Re

Note: Please go to Source Net for more detailed Referral Management Tip Sheets; Provider Letter and Letterhead set up Tip Sheets.