

Wards Orientation Quick Guide

Computer access

- See VA checklist on how to get computer access and a VA PIV badge

Sign out

- AM cross-cover sign out at 6:45am daily in the Medical Service Office (picked up by interns)
- AM distribution at 7am daily in the Medical Service Office (attended by residents)
- PM sign-out at 6pm daily in Team 2 room 3E-105

Call Schedule

- Every morning, all teams can get new patients that were admitted by Night Float
- All teams admit daily from 7am-3pm in rotating order assigned by the chiefs based on your team census
- Late Call (q3 days): 2 teams admit from 3-6:00pm
- Every team will rotate for 1 week of nights (Mon-Fri nights) out of 4 weeks on service

Admissions

1. Place admission order (+vitals, +diet) within 15 minutes of hearing about patient from AOD/ED.
2. Bounce backs: if patient is readmitted within 30 days & resident OR an intern remains on the team
3. To upgrade patient to Tele/PCU, resident can change order, but should notify the ED attending and AOD
4. Resident can ask the ED to call for MICU evaluation
5. Direct Admissions (from CLC, clinics): Attending from CLC/clinic needs to contact Bedboard/AOD. Patient needs to have bed assigned by AOD before team can evaluate or admit. When bed is assigned, it is your patient, evaluate ASAP and place orders
6. Transfers from MICU/other services
7. MICU transfers: patient must have Medicine bed assignment before transferring out
8. Transfers from other services/hospitals need to be accepted by Med Consult attending prior to team assignment.
9. All patients initiated on Bipap for respiratory failure will be managed by the MICU team- Medicine does not unilaterally manage respiratory failure

Discharge summaries

- Must be done by the resident prior to leaving the rotation within 48 hours of discharge.

Code Blue/Rapid Response

- CODE BLUE: run by MICU. Rapid Response (RRT): run by Medicine Call Team. Late Call teams hold Code Blue and RRT pagers.

Labs

- Ordering labs outside of scheduled collection time- print requisition to BB94 and Vocera phlebotomy

Conferences

- Food provided at noon conferences on Tues/Wed/Fri. (No noon conferences Mon/Thurs)
- PM report (2pm every day, except 1pm on Thursday)