

# Physician MEMO

To | All Physicians

From | Kelly Swauger, Director of Nursing

Date | April 6, 2010

Re | Change to Scheduled Report Printing

In an continued effort to create the most efficient operational environment for our clinical staff, at the end of April, we would like to pilot a program that will make changes in the distribution of the following documents:

<u>Document</u>	<u>Action</u>
A. 7 DAY SUMMARY MED ADMIN RECORD (4YMRMDF1 - Scheduled)	Will <b>STOP</b> scheduled print for <b>ALL</b> units currently receiving the scheduled print
B. PATIENT MEDICATION SUMMARY (PHYSICIAN) (PHYSMED – Scheduled)	Will <b>CONTINUE</b> scheduled print for <b>ALL</b> units currently receiving the scheduled print
C. LAB – EXPEDITED REPORTS	Will <b>CONTINUE</b> Expedited Reports for ALL results for <b>ALL Procedural Units (NO CHANGE)</b> Will <b>CHANGE</b> Expedited Reports to include <b>ONLY STAT RESULTS</b> for <b>ALL Inpatient Units (DISCONTINUE Expediting ROUTINE AND TIMED STUDIES)</b>
D. LAB – CUMULATIVE REPORTS	Will <b>CONTINUE</b> scheduled print for <b>ALL</b> units currently receiving the scheduled print

At any time, if you would like a report that is not a scheduled print , please ask the unit secretary and he/she will be happy to print one for you. Please refer questions and send feedback to Kelly Swauger 336-718-6078.