

Nursing Documentation in a Disaster: InPatient ClinDoc

Disaster Admission Navigator

- The Disaster Admission Navigator is streamlined documentation for use during Natural Disaster, Mass Casualty or Pandemic Crisis when a State of Emergency is announced in Massachusetts.
- The Disaster Admission Navigator is authorized by the Chief Nursing Officer (CNO) in collaboration with the Command Center. This documentation will be officially discontinued by the CNO in collaboration with the Command Center.
- The navigator is designed for situations of severe staffing shortages and large influx of patients that impact the entire organization. The required documentation is decreased to only the most essential items.
- Disaster Admission Navigator is designed for adult medical surgical and critical care electronic medical records (EMR).

Guidelines

- The Disaster Admission Navigator is located in Epic ClinDoc on the navigator tab right next to the standard Admission Navigator.
- Required documentation for Falls Score and Braden scale is decreased to every 24 hours.
- A separate documentation note for telemetry is not required. Continue to document on the telemetry strip and place it in the chart.
- Restraints and fall scores must be documented every shift.
- All Care Plans and Education (BPAs and First Dose Education) are disabled.
- Nurses will document a nursing note at the end of each shift.
- Nursing shift notes will be written from the Note section with an embedded text:
 - *The plan for the day was reviewed with the multidisciplinary team.*
 - *The plan and patient education was provided verbally to the patient and/or family during the shift.*
 - *Patient and/or family were accepting of this information and verbalized understanding.*
 - *Any additional details and/or outstanding concerns are listed below:*
- If plan of care changes or the patient education is unable to occur, this needs to be noted in the shift note.
- Admission navigator and flowsheets are still available, if needed for additional documentation.
- On discharge, the Care Plan and Education sections are not required.