

# PAS Inpatient - Discharge

## Discharge

Once the episode of care has been completed the patient **MUST** be discharged from PAS.

From your **PAS Inpatient Basic** menu select **Inpatient Discharge/Send on Leave (H I D I)**.

Search for and select the patient. This will take you to the **Discharge** screen.

```
HIDI                                     DISCHARGE                                     CACHÉ TESTTIB
Current name: PARSON, ADAM                DOB: 01-JUN-1994  Sex: M  W
Treatment Number:  C024349  C.R. Number
Ward                : TR SOUTH CROFTY WARD                Bay: A    Bed: A1
Specialty           : ORTHOPAEDIC
Consultant          : MR M. NORTON
Discharge Date     [          ] Time [          ]
Method of Discharge [          ]
Destination        [          ]
Destination Location [          ]
Hosp. trans to     [          ]
Change Consultant? [          ]
Remarks           [          ]
VTE Risk Assessment? [          ]
Accept/eXit/Change [          ]
```

**Discharge Date**, - Enter the patient's discharged date. Be aware that if you return through this field it will default to today's date.

**Time**, - Enter the time the patient was discharged using the 24 hour clock e.g. 10 pm would be 2200. Typing **N** for Now and pressing return can be entered if you are entering the details as the patient is leaving.

**Method of Discharge**, - Press the **F1** key for help.

**Destination**, - Press the **F1** key to display the Destination on Discharge options, PAS Inpatient - Source of admission and Destination Codes

**Destination Location** - If the patient is being discharged to a location other than home you **MUST** enter the alternative location in this and / or the Remarks field.

If the patient is discharged to another hospital **within** your Provider/Trust you will be required to complete 2 additional fields. ("Hosp. trans to" and "Change Consultant?")

- **Hospital, transferred to****Hosp, trans to**, - Type the hospital code the patient has been transferred to then press the return key. Press the **F1** key for Help.
- **Change Consultant?**, – Type **Y** for Yes or **N** for No then press the return key.

**VTE Risk Assessment?**, – Has a Venous Thromboembolism risk assessment been carried out? Enter **Y** for Yes or **N** for No then press the return key.

Type **Ay** and press the return key to Accept the details.

You can also discharge the patient from the Inpatient Stay movements (H I S M) option. Search for and select the patient.

Select the discharge (**D S**) option from the screen action prompts and complete the data fields as above.

Online URL: <https://elearning.cornwall.nhs.uk/site/kb/article.php?id=102>