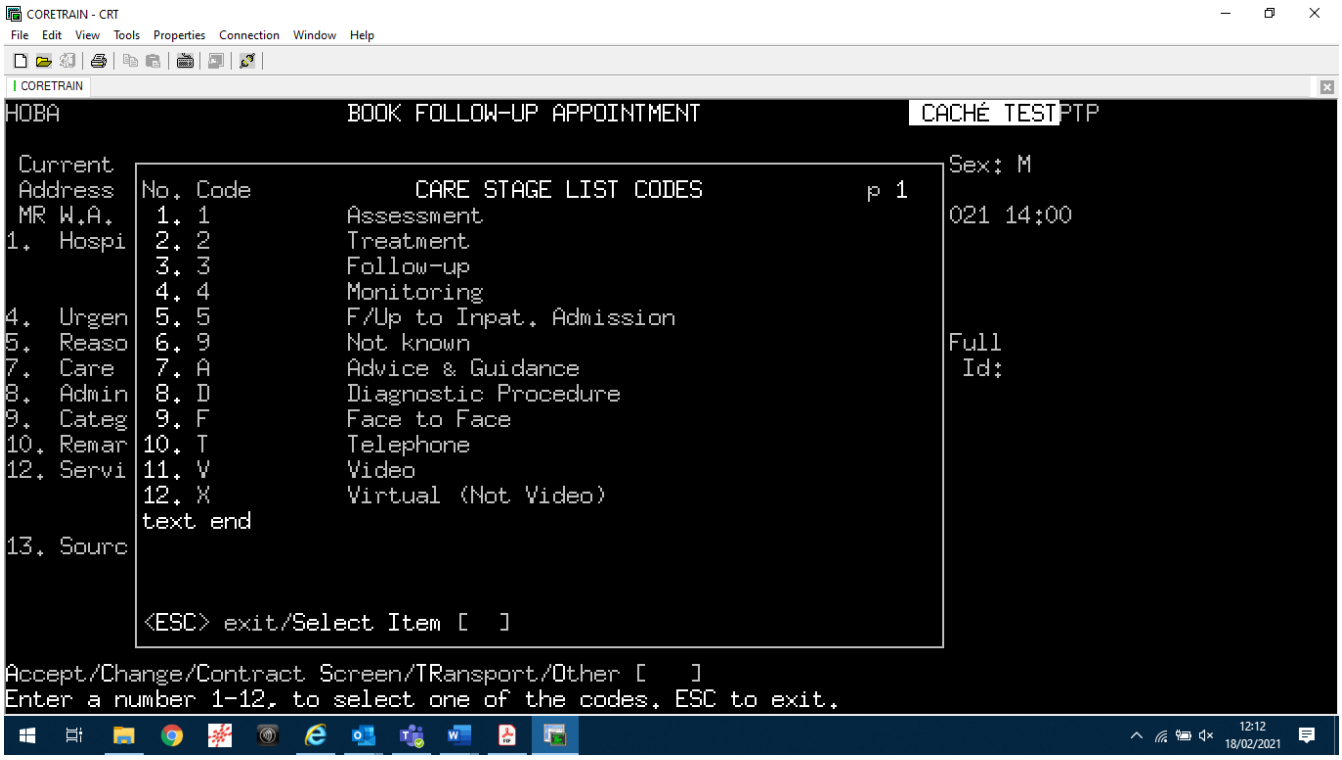
# PAS Outpatients - New mandatory field - Care Stage - for all appointment bookings

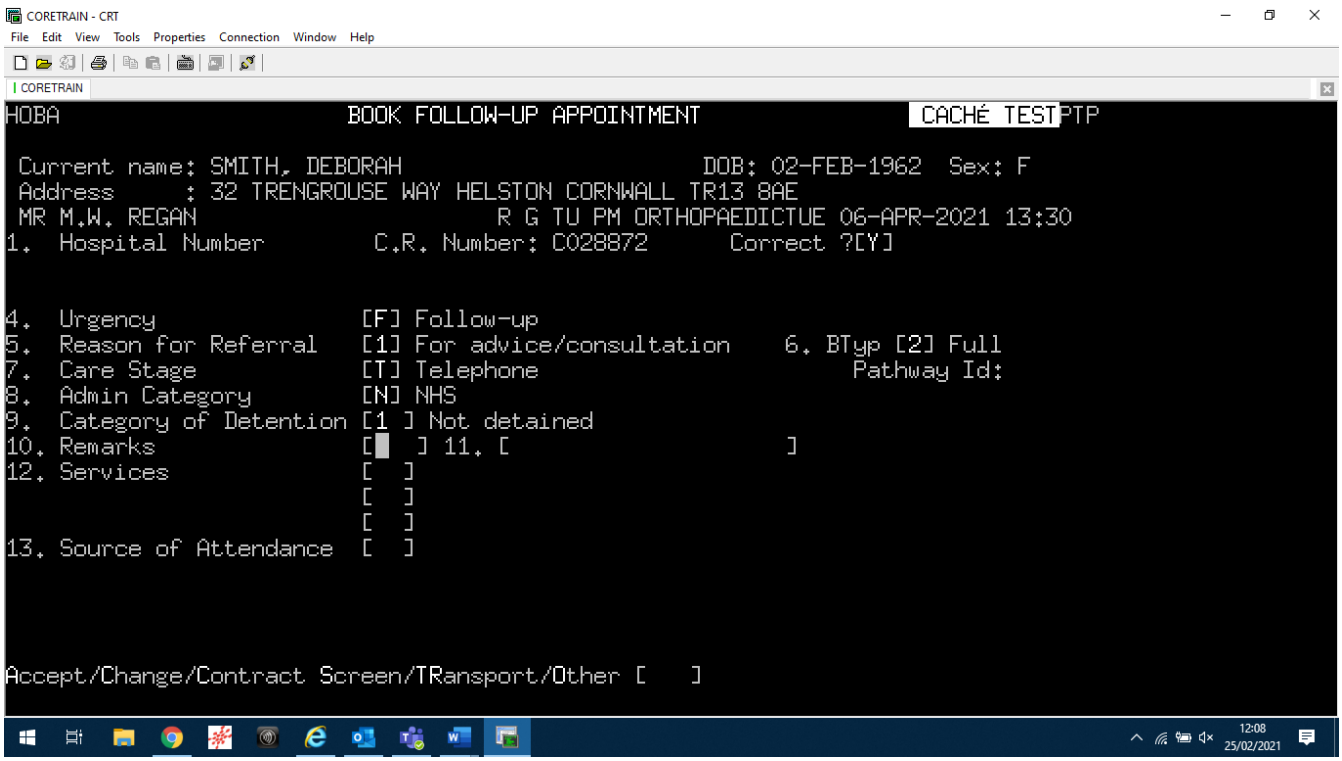
## New mandatory field - Care Stage - for all appointment bookings

Every appointment must have the Care Stage field populated with the following options. This is now a mandatory field (press the F1 key for help).

**Face to Face (F)**, - patients attending an outpatient clinic in person.
**Telephone (T)**, - patients having a telephone consultation.
**Video (V)**, - patients having a video consultation.
**Advice and Guidance (Ay)** - booked retrospectively only when formal advice and guidance provided on e R S.
**Virtual (X)**, - when patient care has been progressed, but the patient is not in attendance, eg MDT meeting.



The other fields available on Care Stage should no longer be used.




# Outpatient New and Follow-up Waiting Lists (Pending Lists)

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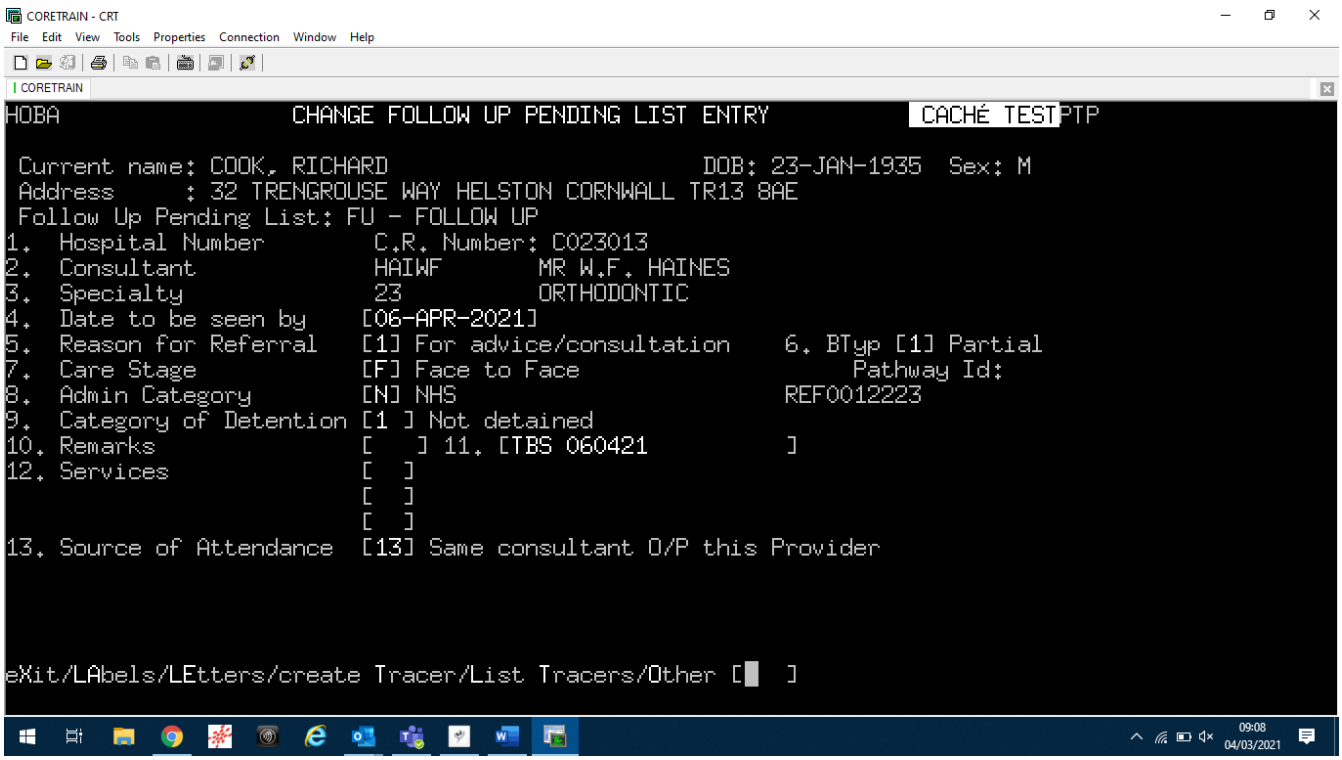
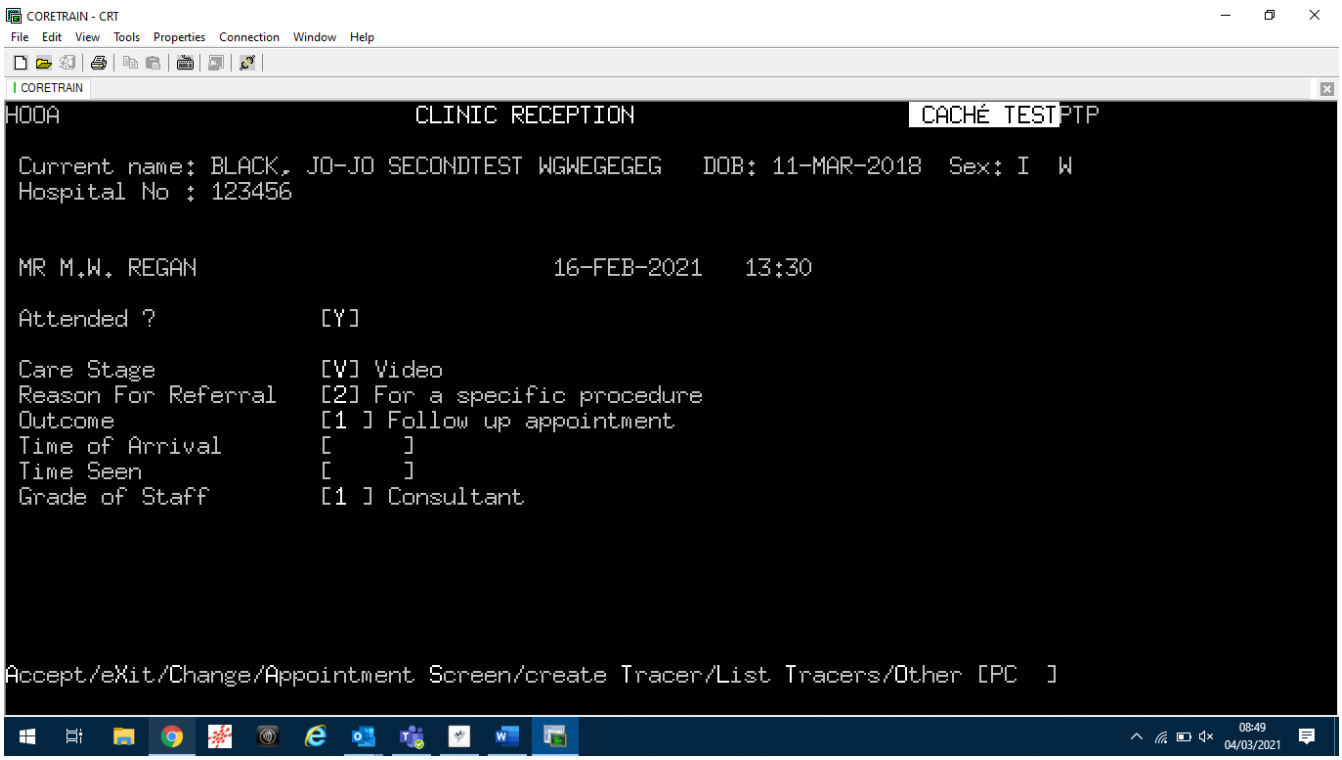
The Care Stage field is not mandatory when adding patients to the outpatient new or follow-up waiting lists, but should be populated if it has been detailed on the triage information or the clinic outcome form. Where known, please use F/T/V to indicate if the patient is to be seen face to face, or have a telephone or video consultation when seen.




# Recording Procedure Codes - new process

As the Care Stage is being used to identify the method of a patient consultation, it is important to enter the applicable code.

Enter code (2) for a specific procedure in the Reason for Referral field which will populate the field at the bottom of the screen with PC, allowing you to access the Allocate Procedure Code screen.

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