

PAS Inpatient - Sent on leave

This function is used when a patient is sent to another location but has **NOT** been discharged from our care e.g. for patients who are in hospital for a long time and go home for the weekend.

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 TEST	TIB
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 []			

Method of Discharge, – press the **F1** key and select “**Send on Leave**” from the options available.

Remarks, – A free text field. Enter any relevant information.

Bed free for Stats?, – Type **N** for No and press the return key, as we do not want the bed to show as available.

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

Online URL: <https://elearning.cornwall.nhs.uk/site/kb/article.php?id=261>