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.

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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.