	Trauma Services	No. 4060 Page: 1 of 1
WakeMed	Title: Physician Medical Record Documentation- Shared	Effective Date: 05/30/2023

PURPOSE:
Documentation of patient care will be completed per medical staff rules.

POLICY STATEMENT:
All aspects of patient care from procedures, to patient progress, to consults will be documented appropriately in the electronic medical records.

ENTITIES AFFECTED BY THIS POLICY (SCOPE):
This policy applies to the General Surgery Raleigh and Cary.

WHO SHOULD READ THIS POLICY:
This policy shall be read by department supervisors, managers, directors, and administrators. Furthermore, any individual considering issuing, revising, assisting in the drafting of, or archiving a policy.

PROCEDURES:

I. The Emergency Department Physician, Emergency Department Resident, Trauma Attending/Trauma Resident/Trauma Advanced Practice Providers/Consultants will document their involvement in the care of the trauma patient and patient response to treatment in the electronic medical record.

II. Tertiary Exams:
   a. Raleigh- For trauma activations, a tertiary survey will be performed by trauma service's personnel to evaluate for missed injuries within 24-48 hours of admission. For activations without injuries the tertiary survey may be deferred at the evaluating trauma service attending's discretion.
      i. If the patient is in the ICU the tertiary can be deferred till the patient is able to fully participate.
   b. Cary- All trauma activations will receive a tertiary survey by a trauma service's personnel to evaluate for missed injuries within 24-48 hours of admission.

III. Operative interventions are documented on the patient record and include procedures performed at the bedside.

IV. If the patient requires transport to another facility, during the initial resuscitation period, a dictated note will be sent with the patient for transfer. In addition, the resident or attending will give a verbal report to the receiving physician.

V. If the patient requires transport during any other phase of care, the discharge summary will be dictated and sent with the patient.

Origination date: *12/31/1998*
Prepared by: *MGR, TRAUMA PROGRAM*
Approved by: *MED DIR, TRAUMA, PHYSICIAN, SURGEON*
Reviewed: *05/30/2023*
Revised: *05/30/2023*