

Entry of Physician Interaction

To prepare you will want to make notes during the day to ensure you include everything that's pertinent. Type your notes in a word processor to avoid losing your entry to timing out or if the Internet goes down.

Write your note, including:

- Name of the doctor
- Length of the interaction
- Details of the discussion

Right when I walked into the department to start the shift, Kim received a call to head down to the ER for an intubation. An elderly pt was admitted for a stroke. She was sedated when I first saw her. Dr. Carmuthers was the ER doc. He was giving medication orders to the nurses, and told Kim to get the vent ready. Kim went through her Vent protocol instructing me through the set-up process. Dr. Carmuthers wanted to hyperoxygenate the pt, so I was bagging her until she was at 100% saturation. The nurses gave her sedation for the upcoming intubation. The Dr. Intubated, and Kim hooked the pt to the vent. The pt's vitals were stable, and we waited for an

This will ensure that you have

a written a thorough physician contact note that will prove satisfactory when you are being evaluated.

1. From the left-side menu choose Students —> Doctor Interactions.

2. From the Action column choose "Add". (**NOTE:** This is assuming you'd like to add a new entry. If you want to edit a prior entry, select "Edit". But if you choose "Edit" when you really want to create a new entry, you will



inadvertently save over a prior original entry, erasing it permanently. So be sure to select the correct action here for your goal. Also: if you select "View" here, you can view prior entries, but can make no permanent changes. You can type an entire entry, but you will be frustrated to find there will be no "Save" button when you are done.)

3. If you have prior entries, you'd now select "Add" from the Action column to add a new one. If it's your first one, simply choose the 2nd blue bar titled "Respiratory Care Physician Interaction Entry" to enter one.



4. Fill in the required fields, noting carefully the following:

- a. For your "Interaction Date" click in the box and use the pop-up calendar for the date. If you try to type in the date, the system may not be able to correctly process the date, so you will appear to not have made an entry for the day (which will likely result in a penalty for failure to enter a note).

A screenshot of the "Respiratory Care Physician Interaction Entry" form. The form includes fields for "Interaction Date" (with a calendar icon and a red asterisk indicating it is required), "Date of CI Signature", "Date of School Signature", "Amount of Time Spent" (with a red asterisk indicating it is required), "Student Interaction Summary", "Clinical Instructor Response", and "School Response". On the right side, there are dropdown menus for "Rotation Site" (with a red asterisk), "Clinical Instructor" (set to "Not A Clinical Instructor"), and "School Coordinator" (set to "Not An Administrator"). There is also a "Points Awarded" field. At the bottom, there are three buttons: "Save & Continue", "Save & Exit", and "Cancel".

- b. Make certain you have selected the correct term and rotation from the "Rotation Site" dropdown.
- c. Make sure you have entered a time in **minutes** in the "Amount of Time Spent" box. Don't type the word "minutes" as the system assumes the time is in minutes when calculating your totals.

5. When done, select a "Save" option. Check to be sure your entry has been correctly saved under the "Student Interactions History Report" bar.