# **ATSP Re:** .... The ultimate guide to being a confident FY1 out of hours

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ATSP is a trainee-led medical education project in patient safety. It was established in 2010 and is supported by North Western Deanery. The project was written and designed by Dr Gillian Jackson, Dr Fran Bennett and Dr Tom Hannan.

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#### A note from the authors

#### **Dear all new FY1s!**

We know how daunting starting life as a newly qualified junior doctor can be, particularly if you start your first shift on-call or working nights. During our foundation experience in medicine we found that medical school had prepared us well for emergency situations with numerous courses like ILS, AIMS and similar with the main emphasis being on ABCDE and managing acute presentations.

When you are asked to see patients on hospital wards this sort of training only gets you so far, it's a great structure to start with but often the presentations are not that acute and a basic ABCDE assessment just isn't enough!

The aim of this teaching material is NOT TO TEACH you medicine you already know. It is there as a guide and prompt to help you out in situations you haven't covered as a student and to make sure you are a safe practitioner. The material has already been trialled in Pennine Acute Trust with positive and constructive feedback from both experienced clinicians and junior doctors, so we think we have most eventualities covered!

The individual case scenarios have been presented to you in a lay out which should help with your documentation as well as assessment and management plan for the patient. The presentation on blood in the catheter bag is set out as an example of good documentation, whereas the other examples are shortened versions with emphasis on the most important aspects of each presenting complaint. Make sure you don't just read them mindlessly, you still always need to think about your course of action regarding ABCDE initially! You should also be able to come up with differentials and take an appropriate history for most scenarios which is why we have not included detailed prompts for this. We have focussed on the areas which ourselves and our colleagues struggled with initially.

Whenever you have an encounter with a patient it really is important that you document what you have done in a systematic way. This is to firstly protect yourself from a legal perspective should any harm come to the patient and secondly to help your colleagues who are in charge of their care. You will understand this soon enough for yourself!

We hope you find this booklet useful and that it provides you with the majority of information you'll need when you are ATSP'd!!

If you have any further feedback for us on the material or anything you would like to add please feel free to contact us with your suggestions.

#### ATSP Team

### ATSP Re: ABDOMINAL PAIN

#### **Initial Assessment**

AVPU

ABCDE Is this patient acutely unwell? Are they post-op?



If ACUTE ABDO i.e. perforation or bleed • BP + feel the pulse • IV Access & bloods • Erect CXR+AXR • Senior HELP

#### Examination

#### · ABDO EXAM

• **PR EXAM** if appropriate (i.e. if there is history of haematemesis/meleana, if you suspect obstruction, or if you think the patient may be faecally loaded)

· VASCULAR EXAM – feel the pulses!

#### History



1. SOCRATES - CHECK BOWELS

Associated symptoms should include urinary and gynae

#### 3. PMHx including

- alcohol consumption
- constipation/diarrhoea
- Previous abdo/pelvic surgery
- BPH

#### **REASON FOR ADMISSION**

and most recent procedures/operations

### For a non-acute situation think about **common causes** for in-hospital abdominal pain

- Constipation remember this may present as
   overflow incontinence
- Urinary retention
- **Pre-existing pathology** e.g partial obstruction, Cholecystitis, Pancreatitis, Gastritis (ulcer, GORD, infective causes,)
- UTI (catheterised?)
- Infection e.g C.diff

#### Investigations

### Consider:

- Bloods FBC, U&E inc Ca2+, LFT, amylase, coag, X-match if signs of bleed
- AXR/ erect CXR
- ECG
- Dipstick urine, MSU or CSU
- Stool sample (C.diff if on abx)

Discuss need for abdo USS with senior

#### Plan

Depends on working diagnosis/impression

- Keep NBM until diagnosis made
- IV access +/- FLUIDS
- Analgesia
- Monitor BP & urine O/P ?Catheterise
- Consider NGT if vomiting
- Keep details and check on them later

#### Medication Review



Unless this is an ACUTE situation you should focus on symptom control when out of hours.

#### **Consider holding:**

NSAIDS if suspect gastritis/GOR
OPIATES if constipated

#### **Consider starting:**

- OMEPRAZOLE/PRN GAVISCON
- Analgesia Pain ladder (not NSAIDS!) Try BUSCOPAN (see BNF) for any cramp like colicky sounding pain
- Laxatives or enema if constipated. Only use an **enema** if patient is **faecally loaded**.
- Antibiotics if suspect UTI- check previous MSUs

#### Hint

Most in-hospital abdo pain is not an emergency and this plan will be a bit excessive for the majority of cases. Constipation and/or pre-existing chronic pathology is the leading cause of abdo pain in this group of patients unless they are post-op. Symptomatic treatment is most often sufficient.

### ATSP Re: AGITATION/CONFUSION

Q	Initial Assessment ABCDE BM		s patient in PAIN? luid balance EMP, AMT, GCS SEPTIC/LRTI/UTI
Ø	Examination • Chest and Abdo Exam • NEUROLOGICAL EXAM - Likely to be limited • Exposure for source of sepsis, including vend • Signs of head trauma, especially if patient he • ?Smelly Urine	ous access, catheter as fallen	s, wounds/sores.
	History         Is this person normally like this?         Any history of dementia?         How/When have they changed?         Any precipitants e.g meds/alcohol         withdrawal?	THINK ABOUT I - Sepsis - Lungs, s - Hypoxia - PE, pr - Pain (including - CVA/TIA - Hypoglycaemia Treat the reversible	RISK FACTORS for: skin, UTI, recent surgery neumonia, respiratory depression constipation / urinary retention)
6	Investigations Consider (according to clinical picture) Bloods: FBC, U&Es inc Ca2+, LFTs Dipstick / MSU- check previous ones too Cultures (if temperature has spiked) CXR ABG if patient unwell ;CT head (senior decision)	Medicat Notoria • OPIA • BENZ • GELO • INSU	tion Review ous drugs that cause confusion: TES especially TRAMADOL ODIAZEPINES FUSINE LIN (too much!)
	Plan Only use sedation if you think the patient is put themselves or others at risk of harm NOT if the being disruptive *DO NOT SEDATE PATIENTS WHO HAVE FALLE HAVE SUFFERED A HEAD INJURY* • Regular (2-4hrly) nursing obs, in well lit room • Treat suspected cause +/- analgesia if necessa	tting ey are just EN AND MAY	Reducing Regimen of CHLORDIAZEPOXIDE for ALCOHOL WITHDRAWAL Day 1 and 2: 20-30mg QDS

- Regular ward staff must review bloods/ try and elicit cause for change in mood/AMT
- Once serious cause exluded:
  - For sleeplessness: Zopiclone 3.75-7.5mg PO
  - For agitation: Diazepam 5mg PO
  - Haloperidol check BNF for indications and doses

Day 1 and 2:	20-30mg QDS
Day 3 and 4:	15mg QDS
Day 5:	10mg QDS
Day 6:	10mg BD
Day 7:	10mg Nocte

### EXAMPLE OF DOCUMENTATION: ATSP Re: **BLOOD IN CATHETER BAG**



	Inve	stigati	ons			
	Bloods	;				
6		prev	now		prev	now
	Hb	11.1		Na	138	
	WC	8.9		K	4.2	
	Plt	435		Cr	198	
	MCV	89		Ur	9.8	
	INR	1.1		CRP	57	

#### **Medication Review**

**Consider holding:** 

Clexane and PO anticoags

MUST CHECK WITH SENIOR FIRST

Patients may be on anticoagulants

e.g for AVR

#### History

Any relevant PMHx? e.g. TURP No Past Hx of same thing? None previously When was catheter put in? Catheter inserted 3/7 ago Any record of difficulties? Doctor was called to perform as several nurses struggled to pass tube Why was pt catheterised? Urinary retention

Any immediate distress or raised EWS? No



Plan
1.) Ensure IV access

- 2.) Send bloods FBC, U&E, CROSS MATCH, CLOTTING
- 3.) Regular obs (2-4 hourly)
- 4.) Strict fluid balance recording (maintain urine o/p >30mls/hr)
- 5.) Change catheter bag (to re-measure with time)
- 6.) Dipstick urine and send for CSU
- SIGNED M. Crowther GMC 7895432

### ATSP Re: DECREASED GCS





**BM** 

ABCDE AIRWAY & OXYGEN!! GCS

GCS PUPILS

?COLLAPSE/SEIZURE - ?TRAUMA ?DRUG TOXICITY ?HYPOGLYCAEMIA

#### Examination

Chest and Abdo Exam (Quick full assessment) NEUROLOGICAL EXAM

- Reflexes inc plantars
- PUPILS

#### History

Look at medical notes yourself. Commonly hypoglycaemia or opiate toxicity but must rule out any serious acute events

#### Think about RISK FACTORS for:

- Sepsis
- Stroke or M
- Low BM
- Drug toxicity (opiates/sedatives)

Notorious drugs that cause sedation:

Renal Failur

**Medication** Review

OPIATES (OD)

BENZODIAZEPINES

#### Investigations

Consider (according to clinical picture)

- Bloods
- Dipstick Urine
- CXR
- ECG
- ABG

#### Plan

- Treat suspected cause +/- analgesia if necessary
- Opiate OD: Naloxone/"Narcan" 400mcg IV and repeat until responsive
- In opioid toxicity reversal with naloxone produces instantaneous results once it has reached therapeutic levels. Remember it is very short acting and the patient may require a naloxone IVI depending on the amount and nature of the opiate OD. Refer to the BNF or local trust policy for this and discuss with a senior first.
- Low blood sugars: get senior help if causing significantly reduced GCS. Need to consider 10-25% dextrose IVIs. If GCS 14+ give lucozade and check BM in 30mins. Nurses should already have given something called HYPOSTOP if patient is known diabetic before calling you as it does not require a prescription.
- Benzodiazepines: unlikely with in-hospital patients but the reversing agent is FLUMAZENIL. You should never be using this on your own and most wards do not stock it anyway. Regular (2-4hrly) nursing obs. in well lit room

If you are in ANY DOUBT or suspect an acute event has occurred you MUST seek SENIOR HELP IMMEDIATELY!

### ATSP Re: DYING PATIENT

#### Initial Assessment and Examination

- AVPU
- A is this obstructed? Are there excess secretions?
- **B** is respiration regular or agonal?
- C is patient tachycardic? This may be only sign of pain
- **D** is the patient agitated or uncomfortable?
  - is patient vomiting or c/o nausea?
  - is the patient having seizures?
- E is the patient itchy?

#### History

Are the family aware of the situation?

What are their instructions about being contacted if patient deteriorates e.g. in middle of the night? Has patient been assigned to LCP and documentation all in order?

#### Medications for symptom control

#### • Pain/breathlessness: Morphine

**NB:** DIAMORPHINE is commonly stated as drug of choice in prescribing guidance but often hospitals don't stock it. If this is the case, you can still use this information but ensure you MULTIPLY the dose of diamorphine by 1.5 for a morphine equivalent. (E.g. Stated dose Diamorphine 10mg SC/24hrs then morphine equivalent would be 15mg SC/24hrs)

- Nausea/vomiting: Levomepromazine
- Secretions: Glycopyronium
- Restlessness/agitation: Midazolam
- Itchiness: Chlorpheniramine(Piriton)

#### See your local Trust guidelines on end of life prescribing.

**Remember:** Some patients at the end of life do not require heavy sedation or maximum pain relief, tailor your prescription according to your assessment and listen to the nurse caring for them. Write these meds up as PRN or via a syringe driver if it's necessary (i.e. nurses constantly administering).

Do NOT put patients on the Care of the Dying Pathway (i.e. withdraw life-prolonging medications)- this is a consultant's/MDT decision

#### After Death

#### Go and see the body.

Document: Your name and bleep number

- "Called to confirm death. No vital signs." State time of death
- · Fixed and dilated pupils
- No respiratory effort for 3 minutes
- No pulse or heart sounds
- DOCUMENT WHETHER OR NOT PATIENT IS FITTED WITH PACEMAKER / RADIOACTIVE IMPLANT
- You do NOT need to put a cause of death if you don't know the patient, unless already clearly documented in notes
- You DO NOT need to write a death certificate
- · Whether or not NoK informed
- RIP

RIF

### ATSP Re: FALLS/COLLAPSE



### ATSP for: FLUID REVIEW

	n			
<ol> <li>1. The REASON for their fluids: (NBM/sliding scale/unwell/septic/ unsafe swallow)</li> <li>2. FLUID status – check for overload/dehydration. Input -Output chart</li> <li>3. CHECK U&amp;E paying attention to K+ requirements. Don't just rewrite fluids without checking most recent U&amp;Es. If no bloods for &gt;48hrs and on regular fluids, repeat u&amp;e's before represcribing. Write a blood card for next appropriate monitoring so it doesn't get missed.</li> <li>4. Check the KARDEX for PO electrolyte supplements and diuretics. If patient is receiving diuretic and fluids simultaneously then contact senior for advice.</li> </ol>				
History				
Ensure patient is not fluid restricted	d for any reason. i.e. heart failure	e, oedema and ascites.		
Sliding scale for IV insulin				
<ul> <li>During on-call you will normally be asked to re-write the sliding scale on the fluid chart. BMs are monitored every hour by nursing staff and infusion rate is altered accordingly.</li> <li>In the infusion pump: <ul> <li>50 mls N saline + 50 units ACTRAPID insulin</li> <li>KCI may also be added depending on the patient's levels. If &lt;3 add 20mmol if 3-5 add 10mmol.</li> </ul> </li> </ul>				
Blood Glucose Level mmol/L	Standard scale	Augmented scale		
	Units of insulin/hour	Units of insulin/hour		
<4	0*	0*		
4-7	1	2		
17				
7.1-11	2	4		
7.1-11 11.1-17	2 4	4		
7.1-11 11.1-17 17.1-22	2 4 6	4 8 12		
7.1-11 11.1-17 17.1-22 >22	2 4 6 8	4 8 12 16		
7.1-11 11.1-17 17.1-22 >22 *Stop infusion for 30 minutes then che	2 4 6 8 eck BM again. Restart sliding scale	4 8 12 16 e at slower rate of 0.5mmol/hour.		
7.1-11 11.1-17 17.1-22 >22 *Stop infusion for 30 minutes then che Stopping the insulin infusion complet	2 4 6 8 eck BM again. Restart sliding scale ely can be especially dangerous i	4 8 12 16 e at slower rate of 0.5mmol/hour. patients with type 1 diabetes.		
7.1-11 11.1-17 17.1-22 >22 *Stop infusion for 30 minutes then che Stopping the insulin infusion complet	2 4 6 8 eck BM again. Restart sliding scale ely can be especially dangerous i	4 8 12 16 e at slower rate of 0.5mmol/hour. patients with type 1 diabetes.		
7.1-11 11.1-17 17.1-22 >22 *Stop infusion for 30 minutes then che Stopping the insulin infusion complet High BM	2 4 6 8 eck BM again. Restart sliding scale ely can be especially dangerous i	4 8 12 16 e at slower rate of 0.5mmol/hour. n patients with type 1 diabetes.		

A high BM is often nothing to worry about during an oncall shift. It is usually because the patient's normal blood sugar control regime has been disrupted due to acute illness, changes to routine or a combination!

- Make sure you:
- 1. Check BM charts for previous readings and whether this is new for them or not.
- 2. Check urine for ketones.
- 3. Do ABG if patient looks unwell. If this is the case they are likely to have a high EWS so manage appropriately.
- 4. Document your findings and action taken (if any)

If patient is not on a sliding scale you can prescribe 10units actrapid (even if NIDDM) to bring the BM down but don't start messing around with their normal blood glucose control, it is not an emergency situation and can be dealt with during ward hours by specialized teams who have a lot of experience in these cases.

### ATSP Re: HAEMATEMESIS/COFFEE GROUND VOMIT/MALAENA

True Haematemesis or Malaena is a medical emergency and will often be accompanied with a high EWS. Treat accordingly if this is the case. In-hospital patients often suffer simple coffee ground vomits without any systemic disruption but must still be considered as a potenital emergency



### ATSP Re: HIGH EWS (General Assessment)

NB always ask nurses for VALUES OF PARAMETERS and what they are COMPARED TO NORMAL Trust guidelines indicate for FY1s:

WS 3 – Assess, manage and reassess actions after 30 minut

EWS >5 – Senior must be informed after initial assessment – at the very least just to make sure they are aware



### ATSP Re: HYPERKALAEMIA (stable patient)

If patient is symptomatic/unstable this is a medical EMERGENCY and needs a senior doctor involved



### ATSP Re: LOW URINE OUTPUT (catheterised patient)



<sup>•</sup> Consider diuretics (stat dose 40mg furosemide IV) if you think the patient is **fluid overloaded** (usually with positive fluid balance), however use with caution and always check previous U+E's. Consult with senior doc before doing this, you could easily exacerbate the problem!

### ATSP Re: SHORTNESS OF BREATH

Make a very quick decision as to whether or not you are confident in treating this patient on your own. Patients who are short of breath can deteriorate very quickly indeed. Call for a Senior immediately if you are unsure



CALL FOR SENIOR HELP IF YOU ARE UNSURE: THESE PATIENTS CAN DETERIORATE VERY QUICKLY INDEED Patients with anxiety, exacerbating their respiratory disease are often given Oramorph by the nursing staff. Be wary of this as you dont want to be causing respiratory depression in eg COPD patients. Ask a senior if unsure.

### ATSP Re: TACHYCARDIA/PALPITATIONS

TACHYARRYTHMIAS ARE A MEDICAL EMERGENCY If patient has developed a new tachyarrhythmia on ECG (SVT/Fast AF), a senior needs to be involved. Make sure you perform the following:



### **COMMONLY PRESCRIBED DRUGS and doses**



SOR		NER	5mg	STAT/PRN
300		NER	500mcg	
albutamol causes			20.40mg	
achycardia!	PREDINISOLOINE	PO	30-40mg	STAT/OD
				(3-5days max.)
	HYDROCORTISONE	IV	200mg	STAT
	(if acute SOB or angiodema)			
	FUROSEMIDE	PO/IV	40-80mg	STAT
	, ORAMORPH	PO	5mg	
Use oramorph with c	aution in COPD pts. It works wel	l in anxious pati	ents to control th	eir breathing.
LAXATIVES				
Stimulants:	SODIUM DOCUSATE	PO	50-200mg	TDS
	BISOCODYL	PO	5-10mg	BD
	SENNA	PO	TT (15ma)	BD/TDS
Osmotic <sup>.</sup>	ΜΟΥΙCOL	PO	1-2 sachets	BD/TDS
osmotic.		PO	15ml	RD
If faceal loading			т	
il laecal loading		PR	т Т	
	PHOSPHATE ENEMA	PR	I	STAT/PRN
ITCH/RASH	CHIORPHENAMINE	PO	4ma	TDS
	(also known as "Piriton")		ing	105
AGITATION	DIAZEPAM	PO/SLOW IV	5-10mg	
SLEEPLESSNESS	ZOPICLONE	PO	3.75-7.5mg	
AGGRESSION	HALOPERIDOL	Check BNF for indications and doses		doses
WITHDRAWAI	CHI ORDIAZEPOXIDE (reduci	na regimen)		
	Day 1 and 2: 20 20mg ODS	ing regiment,		
	Day 1 and 2. 20-30119 QD3			
	Day 3 and 4: 15mg QDS	Wri	te in <i>'variable</i>	dose' section of
	Day 5: 10mg QDS	kar	dex near the back	
	Day 6: 10mg BD			
	Day 7 10mg Nocte			
		80	200	20
SIMPLEUTI	IKIMETHOPKIM	PO	200mg	RD
	NITROFURANTOIN	Ю	50mg	QDS
	CEPHALEXIN	PO	500mg	BD
FOR ALL OT	HER INFECTIONS REFER T	O YOUR LOC	AL ANTIBIOT	IC POLICY-
YC	OU WILL SOON LEARN MOS	ST OF THEM C	OFF BY HEART!	

### **PRESCRIBING OUT OF HOURS**

#### Warfarin

You will often get bleeped to prescribe warfarin for patients you don't know especially over the weekend/evenings if your colleagues haven't done them.

#### **CHECK PATIENT IS NOT BLEEDING!**

Are you prescribing maintenance or loading dose?

**LOADING:** this is the regimen prescribed initially until INR stable and in target range. Old school says 10mg, 10mg, 5mg, check INR. (Day 4)

**MAINTENANCE:** usual dose once INR established to keep within target range. Check yellow book for regular prescriptions.

• Once an INR has been obtained for one of your patients make sure you prescribe the warfarin for about 3-4 days then re-check. Mark open brackets on warfarin charts to indicate when you want the next INR to be checked (usually between 3-4 days in the initial period, or more frequently if there are difficulties establishing a maintenance dose.)

- INR is too high (<4 or <5 if target is 3-4) DO NOT OMIT just reduce the dose (1mg) and recheck INR at least 48hrs after as it takes between 48-72hrs for your change to have an effect.
- If INR is >4 (or >5 if target is 3-4) and patient not actively bleeding prescribe Vitamin K 1mg IV and OMIT the next dose of warfarin.

**Reason for LT warfarin Tx?** 

![](_page_19_Picture_11.jpeg)

AF	2-3
Recurrent DVT	2-3
PE	2-3
Recurrent PE	3-4
Prosthetic heart valve	3-4

Check kardex for INTERACTIONS.

Common ones:

Clarithromycin/Erythromycin

Rifampicin

If actively bleeding check with Senior for advice on further action

#### Digoxin

You will occasionally get bleeped to review digoxin levels:

**Toxicity** is very worrying and would normally require the use of 'Digibind' which is basically an antidote for digoxin OD. You will need to get an ECG and assess the patient clinically before proceeding/getting senior help.

**Sub-therapeutic levels** are common! They are not so worrying but you should clinically assess the patient in particular their CVS paying particular attention to their pulse as you will definitely get asked about this if you ask for senior help.

If digoxin levels are out of range make sure you **check their K+** and keep a regular eye on it as this needs to be stable for digoxin to be a safe and effective choice of therapy.

#### Gentamicin

#### Usually prescribed in **severe/neutropenic sepsis** (OD regimen) = **5-7mg/kg** max 480mg

You may get bleeped to check the gentamicin levels of ward patients and subsequently prescribe the next dose.

The blood level needs to be taken 6-14 hours after the start of the **first** IVI. You are basically looking for the levels to be within therapeutic range. If they are not you need to refer to the **Hartford Normogram**. This is a chart which indicates WHEN the next dose should be according to how out of range the levels are. You **DO NOT change the DOSE**, just the **TIMING** of the next one (either 24, 36 or 48hrs later). Make sure, if you have been asked to take the blood yourself you note exactly how many hours post IVI the blood has been taken on the blood card, it may be another of your peers who has to review the level!

![](_page_20_Figure_4.jpeg)

#### For patients with **INFECTIVE ENDOCARDITIS** (TDS regimen) = **1mg/kg** per dose

The first level that needs to be recorded is after the 3rd/4th dose ensuring at least 24 hours of treatment is given. It should be taken 1 hour post IVI i.e. the PEAK or POST level and be between 3-5mg/L. A trough or PRE Dose level is taken approx 1 hour before any administered dose and should be <1mg/L. The reason for this is that they are on a TDS regimen so renal function needs to be closely monitored. It is important that gentamicin levels do not rise to toxic amounts, which is more common in patients with renal impairment.

#### When answering your bleep find out:

- 1. Reason for bleep
- 2. Quick background info
- 3. Further relevant clinical info e.g. **OBSERVATIONS** and compare these to how they normally run. If it's a patient with high EWS just inform a senior to make them aware and ready for action!
- 4. What they want you to DO (PURPOSE of call)
- 5. Ask for the following things to be ready when you arrive:
  - Notes
  - Kardex
  - Obs chart/nursing file
  - Equipment e.g cannulas/bloods/catheter etc
- 6. Give appropriate **instructions** if they need to do anything acutely before you arrive. For example if reason for bleep is Haematemesis ask for IV access and bloods to be taken or if a patient has spiked a temp of >38°C get the nurses or night practitioner to do cultures before you arrive. It saves a lot of time and faffing around once you are on the ward.
- 7. Decide where this lies in your list of priorities or whether it is a job nurse practitioners can do to help you.

NB: Try not to have arguments with nurses on the phone, some of them are just starting out like you and may also be petrified, sometimes they need reassurance too!

#### When you get there:

Find the nurse who bleeped you (or requested the bleep!) and get a more detailed account of what's going on.

Eye-ball the patient before delving into notes or looking on the computer following the standard ABCDE assessment. It won't take you long to figure out if they are acutely unwell/ unstable or not!

Once you have done your initial assessment and any immediate management, document what you have done using a logical and systematic approach. This way you won't forget anything. You will also look really slick and competent, plus, you might find you paint yourself a picture of what's going on, even if you were clueless initially!

Sit down at a computer with the nursing file and medical notes and go straight for the clerking. It should give you a succinct list of P/C and other co-morbidities to create a more complete clinical picture. Flick through the ward notes and find anything you can read, it may be of some use. Look at the last entry in particular as there may be a plan of what to do should the situation you have been bleeped for arises!

Check PACS and the lab system for any recent imaging or tests. NB ALWAYS compare recent results to previous ones! Just go down the lists looking for cultures, unusual blood tests, INRs etc and document what you find. Sometimes the best summaries of a patient are created when someone manages them on-call! Be thorough at the beginning but if you are hard pushed for time refer back to the help sheets- they are designed to make you **SAFE**, not to make you a brilliant diagnostician who can cowboy their way through FY1 'House' style!

Have a good browse through the KARDEX looking at which meds may have contributed to the situation, which may have prevented it if they had been given and which ones you might need to initiate to make sure the patient is SAFE.

Once you have all this information create a PROBLEM list and from this document your IMPRESSION of the situation. Write a PLAN and document whether you involved a senior and their name and grade. Also document the amount of time you were there, sometimes you need to stay with a patient to see if your treatment works e.g fluids for low BP meanwhile you can scribble down everything you've done to save time!

#### Whenever you are assessing a patient think to yourself:

'What do I need to DO to make sure this patient is SAFE?' If this patient deteriorates or dies unexpectedly and you were the last doctor to see them you need to make sure your documentation is adequate. Your management, appropriate or not, will mean nothing if it has not been written down in the eyes of the law!

#### In summary:

• Answer your bleep in a systematic way- it will help you prioritise and become more efficient.

- Delegate certain tasks to nurses, don't be afraid of asking them, you are part of a TEAM!
- Prioritise your jobs and don't be afraid to off-load some onto your ward SHO, YOU are the one who gets bleeped first so you will be asked to do EVERYTHING!

#### • When you get to a patient:

- 1. ABCDE approach ALWAYS!
- 2. Document your initial assessment and management
- 3. Review the nursing file for obs chart, fluid balance, warfarin charts, fluid prescriptions
- 4. Review medical notes and clerking then summarise
- 5. Review KARDEX
- 6. Problem list
- 7. Impression
- 8. ACTION PLAN (use tick boxes for investigations you have ordered)
- 9. Keep their details (sticker on handover sheet) and make sure you check on them later or handover to day team.

ALWAYS MAKE SURE YOU ARE SAFE, IF IN ANY DOUBT WHATSOEVER YOU MUST INFORM A SENIOR.

#### Disclaimer

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