

Kapi'olani Medical Center for Women and Children Department of Perioperative Services
Outpatient SEDATION SCHEDULING & INSTRUCTIONS FOR REFERRING PHYSICIANS
 (revised November 2014)

Sedation Info Sheet for Physicians

<p><u>SCHEDULING PROCESS</u></p> <p>Call Diagnostic Imaging at 983-8627. For ABRs (BAER), call 983-8235.</p> <p>For Scheduling questions please contact the schedulers at 983-6595</p> <hr/> <p><u>PRE-SEDATION CRITERIA</u> (based on KMCWC Procedural Sedation Policy)</p> <p><i>These steps are to be done by the referring physician or patient's Primary Physician (PMD). If the medical clearance H&P is to be done by the patient's PMD, please forward these instructions accordingly.</i></p> <p>Step 1: Procedural Sedation History & Physical</p> <ol style="list-style-type: none"> a) Clearance must be done <u>within 30 days</u> of scheduled test. b) Complete a <u>"Procedural Sedation History & Physical"</u> Form <ul style="list-style-type: none"> • Important sections to complete include the "ASA Physical Status Classification" and the patient's "Previous Sedation History" c) FAX completed form to Scheduler fax 983-6722 <i>(Please also provide the patient/family with a copy to hand-carry with them to the hospital – just in case the faxed copy is misplaced)</i> <p>Step 2: CURRENT MEDICATIONS Please advise the family on whether to continue or withhold medications, such as: anti-seizure meds, anti-hypertensives, insulin, bronchodilators, etc., and when the last dose(s) should be given.</p> <p>Step 3: Physician</p> <p>FAX completed form to Scheduler fax 983-6722</p>	<p><u>PATIENT EDUCATION PROCESS</u></p> <p>Step 1: Please provide family/patient with a copy of the Sedation Info 2-page Sheet for Parents titled "Sedation For Outpatient Diagnostic Test Procedures – Sedation Info Sheet for Parents." Ask the family to review the instructions/information.</p> <p>Step 2: Please let the family know that a nurse from our Kapi'olani Call Center 535-7927, will be contacting them about one week prior to their child's scheduled test to review the Sedation Instructions with them, and to answer any questions they may have. <i>(The family may also call our Kapi'olani Call Center at any time Monday-Friday, 8:00am-4:30pm, that is convenient for them).</i></p> <p>These are the sedation instruction topics that will be discussed with the family:</p> <ol style="list-style-type: none"> a) Check-In Time/Procedure–Admission Dept. b) Medical Clearance and Infection Clearance. c) NPO CRITERIA <ul style="list-style-type: none"> • Heavy meal with fried or fatty food is <u>8 hrs prior</u> to the scheduled sedation time. • Last SOLIDS (includes milk, formula, broth, Jello) is <u>6 hrs prior</u> to the scheduled sedation time. • Last breast milk is <u>4 hrs</u> prior to the schedule sedation time. • Last CLEAR LIQUIDS (water, Pedialyte, sugar water, apple juice) is <u>2 hrs prior</u> to the scheduled sedation time. d) SLEEP DEPRIVATION – for all EEG patients. e) Length of Time will be at hospital: 3-6 hrs. f) Sedation Process and Recovery. g) Rescheduling/Canceling Tests. <p>NEED A FORM? Call the Kapi'olani Call Center at 535-7927, Monday to Friday, 8:00am-4:30pm. Upon request, our staff will fax or mail the forms to your office. Forms can also be e-mailed to you or downloaded from our website at: www.kapiolani.org/form</p> <p>Children under the State of Hawaii Protective Services: The state's representative (usually, the social worker assigned to the child) needs to accompany the child on the day of the procedure and sign the necessary authorization consent papers. If the social worker (SW) is not available on that day, he/she needs to contact Patient Registration. The SW will also need to contact the Sedation charge nurse (983-8184 or 983-8516) to arrange the signing of the sedation/anesthesia and procedure consent with the sedation physician and the physician performing the procedure. <i>Without these consents, sedation will not be done and the procedure may need to be cancelled and rescheduled.</i></p>
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