

VUMC Multidisciplinary Surgical Critical Care Service

Standard Operating Procedure for Communication Regarding SICU Triage

Purpose: To delineate and standardize communication between the primary team, SICU charge nurse, and SICU triage officer for patients triaged from the SICU.

Procedure: Once a triage plan has been established as directed by the SICU triage policy, the following communication procedure will be followed.

1. The triage officer will notify the SICU charge nurse regarding the triage of a particular patient out of the SICU and communicate appropriate locations to which that patient can be transferred.
2. The SICU charge nurse will notify the fellow/chief resident responsible for patient and provide the following information:
 - a) that the patient has been judged to be the most appropriate patient to be triaged from the SICU by the triage officer (SICU attending)
 - b) the appropriate units to which the patient has been triaged (open beds are identified by communication with the AOC and every effort made to provide broadest choice to the primary team of beds with the appropriate level of monitoring)
3. The primary team has two courses of action:
 - a) If the primary team has no objection, the patient is transferred to the designated unit. A simple transfer order can be entered by the SICU resident, however, the primary team is responsible for orders in the accepting unit
 - b) If the fellow/chief resident has objections, she/he is to notify the attending responsible for the patient and the attending is to page the triage officer for conflict resolution
4. The charge nurse should be notified either by the triage officer or the fellow/chief resident within 30 minutes of initial contact. If no follow-up

communication has occurred, the charge nurse should contact the triage officer directly for further resolution.

5. Once the charge nurse is notified by either the primary team or the triage officer of the unit to which the patient is to be triaged, the charge nurse will notify the SICU resident for two actions:
 - a) Enter transfer order for patient to designated unit with notification of the primary team for completion of orders in the accepting unit
 - b) Notification of triage officer in receiving unit of the triage decision for the patient by the triage officer. If the accepting triage officer requires further discussion, he/she should page the SICU triage officer directly

Addison K. May, MD, FACS, FCCM
Professor of Surgery and Anesthesiology
Director-Surgical Critical Care
6/23/03
Reviewed 7/1/2008