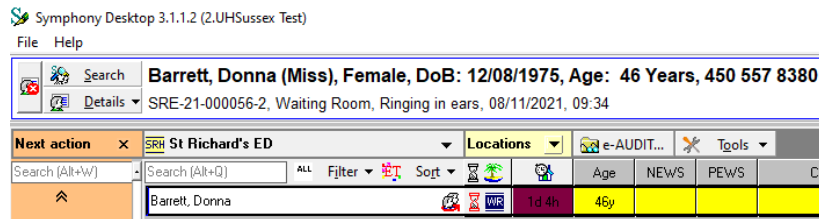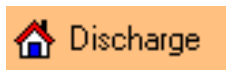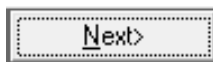## Discharge Did Not Wait

1. Select the patient on the tracking grid

2. Select the **Discharge** DEP

3. Check the **Chief Complaint** details and click on **Next**

4. Select the **Clinician Seen** from the list, you can click into the search box and start typing the clinician seen to filter the list
5. Click on **OK**, or **double click**

6. Click on **Next**

Expected Treatment Time has to be entered to move forward.

7. Click into the **Expected Treatment Time** and enter the expected time
8. Click on **Next**

9. Select the **Discharge Responsible Clinician** from the list, you can click into the search box and start typing the discharge responsible clinician to filter the list
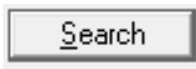10. Click on **OK**, or **double click**
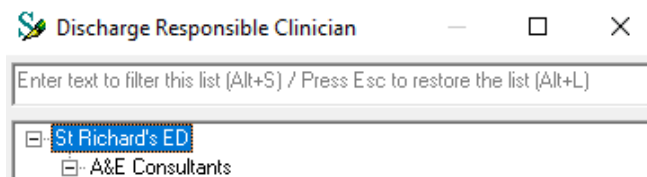
11. Click on **Next**

The **Diagnosis** box appears with **Diagnosis Date & Time** auto-populated

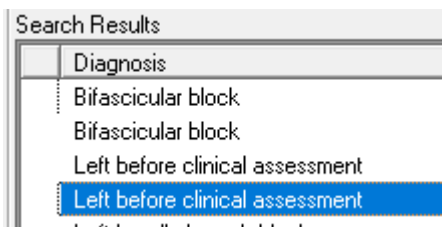12. Select the **Criteria** text box and type part or all of the diagnosis

Criteria

13. Click on **Search**
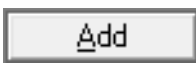
Search

14. From the **Search Results** box, select **Left before clinical assessment (Confirmed diagnosis)**

Search Results
| Diagnosis |
| Bifascicular block |
| Bifascicular block |
| Left before clinical assessment |
| Left before clinical assessment |

15. Click on **Add**, or **double click**

Add
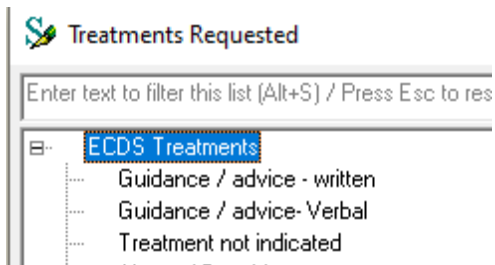
16. Click on **Next**
17. From the **Treatments Requested** box select **Treatment not indicated**
18. Click on the **>>** button, or **double click**
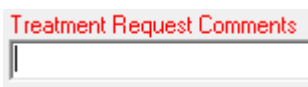
Treatments Requested

Enter text to filter this list (Alt+S) / Press Esc to res

⊟ ECDS Treatments
        Guidance / advice - written
        Guidance / advice- Verbal
        Treatment not indicated

19. Click **OK**
20. Enter any comments in the **Treatment Request Comments** box

Treatment Request Comments

21. Click on **Next**
22. Click on **Yes - Ready to Proceed**
23. Click on **OK**, or **double click**

Ready To Proceed?

Enter text to filter this list (Alt+S) / Press Esc to restore the list (Alt+L)

Yes - Ready to Proceed

24. Click on **Next**

25. From the **Discharge Status** box. select the **+** next to **Left before treatment complete** to expand the box
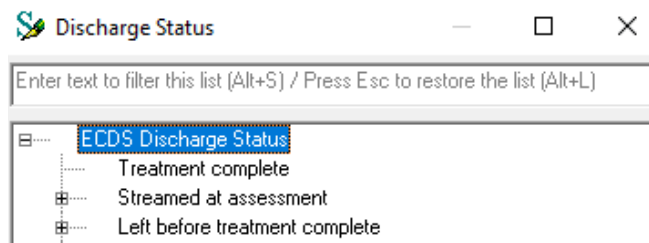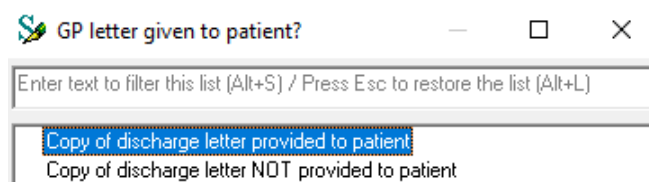

26. Select **Left before initial assessment**
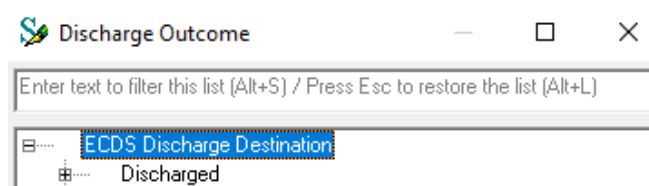27. Click on **OK**, or **double click**
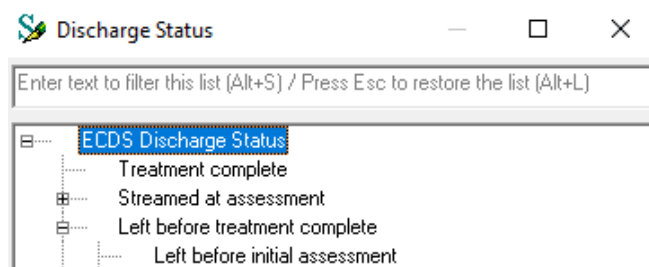
28. From the **Discharge Followup** box. select **No referral**
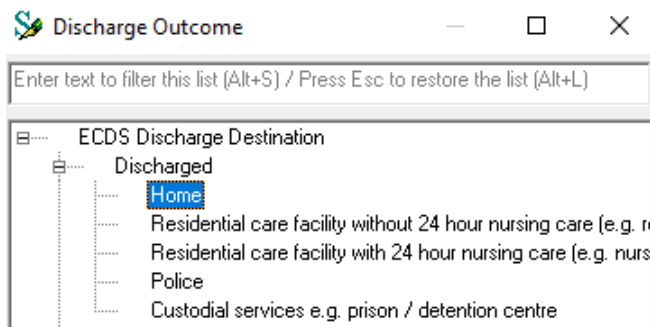29. Click on **OK**, or **double click**

30. From the **GP letter given to patient?** box. select **Copy of discharge letter NOT provided to patient**
31. Click on **OK**, or **double click**

32. From the **Discharge Outcome** box, select the **+** next to **Discharged** to expand the box
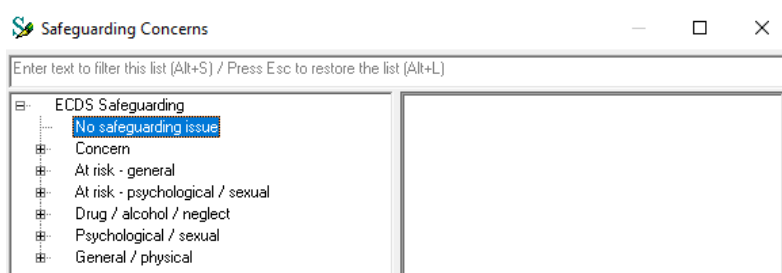
33. Select the appropriate option from the list
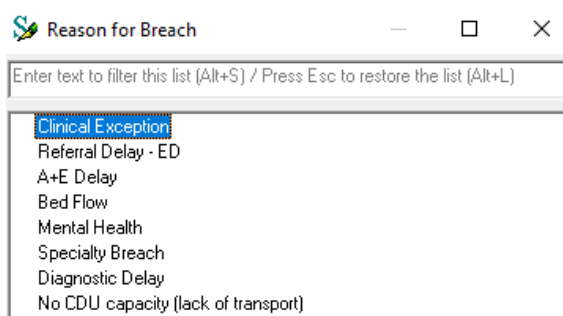34. Click on **OK**, or **double click**

35. Select the **Safeguarding Concerns** drop down arrow

36. Select any appropriate safeguarding concerns
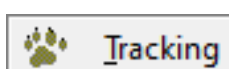37. Click on the **>>** button, or **double click**

38. Click on **OK**
39. If the **Reason for Breach** box appears, select as appropriate
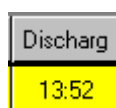

40. Click **Finish**

e-VIEW displays for this patient which shows actions recorded during their attendance.

41. Select the **Tracking** button

Time of discharge shows in the **Discharge** column

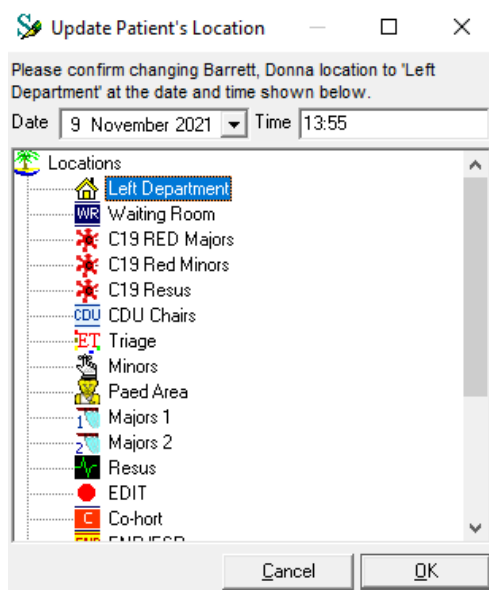We now need to remove this patient from the tracking grid

Check the correct patient is selected

42. Select **Locations**

43. Select **Left Department**
44. Click **OK**

The patient has now been removed from the tracking grid.