



HEALTH INFORMATION MANAGEMENT
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PORTLAND, OREGON 97239

Inclusion of POLST Documentation to Patient Electronic Health Record

The POLST (Physician Order for Life-Sustaining Treatment) form is recognized throughout Oregon and Washington as a means to communicate health care provider orders for life-sustaining treatments. The goal of the form is to effectively communicate the wishes of seriously ill patients to have or to limit medical treatment as they move from one care setting to another. The order addresses decisions related to resuscitation, tube feedings, antibiotics, and the use of intensive care. OHSU honors a POLST form or a copy of the form unless/until orders to the contrary are received.

HOSPITAL PROCESS

When a patient is admitted for service, admitting staff determine whether the patient brought a completed POLST. If the patient did not bring one, the patient's electronic health record is reviewed to identify if a current POLST form has been scanned. At the time a POLST is identified, it is reviewed by the admitting physician with the patient (if available). At point of review, if the patient wishes to change their wishes they can have a new POLST created. The provider will then write admission orders in accordance with the patient's current wishes.

If the patient has revised their wishes, or if a new POLST document was brought on admission, the form will be copied. One copy will be sent to Medical Records for document scanning into the patient EHR. An additional copy will be placed into the red alert folder, located at the front of the patient travel chart, to follow the patient during the entire length of admission. The original POLST document will be returned to the patient. (If the POLST printed from the EHR is used, that copy will be placed in the red alert folder, and no other additional copies made.)

When the patient travel folder is delivered to Health Information Management (HIM) for scanning upon discharge, the POLST is separated and scanned as a priority scan. POLSTs are scanned within 24 hours of receipt.

MEDICAL RECORDS PROCESS

POLSTs are a chart level document in the OHSU EHR, meaning that they are a scanned document that is associated to the global patient record, and not isolated to a specific visit encounter. This allows document access on the patient Snapshot (the patient care overview), and patient identification bar.

OHSU Epic Electronic Health Record: Snapshot

The screenshot displays the Epic EHR interface for a patient named Ozone, Oetest. The patient's name and key demographic information are shown at the top, including age (78), sex (F), date of birth (7/10/1930), and MRN (00886348). The patient is identified as a female living at 1510 SW 5TH AVE, PORTLAND, OR 97201. The patient's primary care physician is listed as MARCUM, RONALD. The patient's insurance is BLUE CROSS OF OR, and they are currently on a POLST form.

The main content area is divided into several sections:

- Demographics:** Includes a photo of the patient and basic information.
- Problem List:** Lists various medical conditions such as Nonexudative Senile Macular Degeneration of Retina OU, Green Peas, Asthma with Exacerbation, Breast Lump in Female, Aortic Stenosis, and others.
- AdvDir/POLST/Power of Attorney:** This section is highlighted with a red box and labeled "Patient-Level Scan Window". It shows a list of scans for the POLST form, with the most recent scan on 03/17/2008 at 12:00 AM. It also indicates that the patient has a Power of Attorney.
- Allergies:** Lists various allergies, including Penicillins, Lactose-free food, Strawberry, Peanut oil, Canola oil, Sunflower oil, and Shellfish.
- Medications:** Lists various medications, including amoxicillin and multiple doses of aspirin.

Two red boxes highlight specific areas: one around the patient's name and demographic information labeled "Patient Identification Bar", and another around the POLST scan information labeled "Patient-Level Scan Window".

It is vitally important that only a valid and most current POLST form end up in the travel folder. To reduce errors, when a copy of a new POLST form arrives at HIM, the patient record will be reviewed in its entirety for previous POLST forms. The POLST form with the most recent physician signature and date will be considered valid. All previous versions, and documents that do not have both physician signature and date are not considered valid.

Earlier scanned POLST versions will be printed, and their images deleted. A slash will be written across the page from one corner to the other (diagonally) and the word VOID written in large letters with the date the document is being voided. These voided POLSTs will be scanned into the EHR and replace previous versions.

Voided POLST Document:

HIPAA PERMITS DISCLOSURE OF POLST TO OTHER HEALTH CARE PROFESSIONALS AS NECESSARY									
Physician Orders for Life-Sustaining Treatment (POLST)									
<small>First follow these orders, then contact physician, NP, or PA. This is a Physician Order Sheet based on the person's medical condition and wishes. Any section not completed implies full treatment for that section. Everyone shall be treated with dignity and respect.</small>									
<table border="0" style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> <table border="0"> <tr><td style="border: none;">Last Name</td><td style="border: none;">DOE</td></tr> <tr><td style="border: none;">First Name/ Middle Initial</td><td style="border: none;">JOHN RAMBO</td></tr> <tr><td style="border: none;">Date of Birth</td><td style="border: none;">09/18/45</td></tr> </table> </td> <td style="width: 50%;"></td> </tr> </table>		<table border="0"> <tr><td style="border: none;">Last Name</td><td style="border: none;">DOE</td></tr> <tr><td style="border: none;">First Name/ Middle Initial</td><td style="border: none;">JOHN RAMBO</td></tr> <tr><td style="border: none;">Date of Birth</td><td style="border: none;">09/18/45</td></tr> </table>	Last Name	DOE	First Name/ Middle Initial	JOHN RAMBO	Date of Birth	09/18/45	
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A	CARDIOPULMONARY RESUSCITATION (CPR): Person has no pulse <u>and</u> is not breathing. <input type="checkbox"/> Attempt Resuscitation/CPR <input checked="" type="checkbox"/> Do Not Attempt Resuscitation/DNR (Allow Natural Death) <small>When not in cardiopulmonary arrest, follow orders in B, C and D.</small>								
B	MEDICAL INTERVENTIONS: Person has pulse <u>and/or</u> is breathing. <input type="checkbox"/> Comfort Measures Only Use medication by any route, positioning, wound care and other measures to relieve pain and suffering. Use oxygen, suction and manual treatment of airway obstruction as needed for comfort. <i>Do not transfer to hospital for life-sustaining treatment. Transfer if comfort needs cannot be met in current location.</i> <input type="checkbox"/> Limited Additional Interventions Includes care described above. Use medical treatment, IV fluids and cardiac monitor as indicated. Do not use intubation, advanced airway interventions, or mechanical ventilation. <i>Transfer to hospital if indicated. Avoid intensive care.</i> <input checked="" type="checkbox"/> Full Treatment Includes care described above. Use intubation, advanced airway interventions, mechanical ventilation, and cardioversion as indicated. <i>Transfer to hospital if indicated. Includes intensive care.</i> Additional Orders: _____								
C	ANTIBIOTICS <input type="checkbox"/> No antibiotics. Use other measures to relieve symptoms. <input type="checkbox"/> Determine use or limitation of antibiotics when infection occurs. <input checked="" type="checkbox"/> Use antibiotics if life can be prolonged. Additional Orders: _____								
D	ARTIFICIALLY ADMINISTERED NUTRITION: Always offer food by mouth if feasible. <input type="checkbox"/> No artificial nutrition by tube. <input type="checkbox"/> Defined trial period of artificial nutrition by tube. <input checked="" type="checkbox"/> Long-term artificial nutrition by tube. Additional Orders: _____								
REASON FOR ORDERS AND SIGNATURES									
E	<table border="0" style="width: 100%;"> <tr> <td style="width: 40%;"> Discussed with: <input checked="" type="checkbox"/> Patient <input type="checkbox"/> Parent of Minor <input type="checkbox"/> Health Care Representative <input type="checkbox"/> Court-Appointed Guardian <input type="checkbox"/> Other </td> <td style="width: 60%;"> My signature below indicates these orders are consistent with the person's preferences, if known. See medical record for further documentation. </td> </tr> </table>	Discussed with: <input checked="" type="checkbox"/> Patient <input type="checkbox"/> Parent of Minor <input type="checkbox"/> Health Care Representative <input type="checkbox"/> Court-Appointed Guardian <input type="checkbox"/> Other	My signature below indicates these orders are consistent with the person's preferences, if known. See medical record for further documentation.						
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SEND FORM WITH PERSON WHENEVER TRANSFERRED OR DISCHARGED									

The current/valid POLST is scanned unmodified. On the Snapshot, the current POLST will show as the first accessible scanned document for ease of access.

All POLST forms are scanned front and back as single documents. In addition each POLST is electronically dated to the physician signature date, regardless of validity, for accurate historical reflection in the OHSU integrated health record.

OHSU Epic EHR: Snapshot Up-Close

The screenshot displays the Epic EHR interface for a patient named 'INS BLUE CROSS OF OR*'. The 'POLST' status is 'Yes' and 'AdvDir' is 'No'. A 'Patient Identification Bar' is visible at the top. Below it, a section titled 'AdvDir/POLST/Power of Attorney' contains a hyperlink: 'Click here to view patient scans'. Underneath, a list of 'Patient-Level Scans' is shown with the following entries:

- Scan on: 01/01/2009 12:00 AM - POLST of POLST
- Scan on: 12/25/2008 12:00 AM - POLST of POLST
- Scan on: 11/26/2008 12:00 AM - POLST of POLST
- Scan on: 03/17/2008 12:00 AM - POLST of POLST

Below the scans, there are two columns: 'Adv Directives?' and 'Power of Attorney?'. Both columns show 'No [2]'.

Three callout boxes on the right side of the screenshot provide additional information:

- The top box points to the patient identification bar, stating: "Verification of, and hyperlink to POLST document scans are available throughout the entirety of the EHR via the Patient Identification Bar."
- The middle box points to the 'Click here to view patient scans' hyperlink, stating: "Direct access to the POLST document scans are available via hyperlink on patient care 'Snapshot'."
- The bottom box points to the scan list, stating: "The dating of the POLST documents electronically allows users to review the frequency of new or modified documentation, with the most recent first in view."

If HIM gets an original pink POLST form, a copy is to be scanned and the original document mailed to the patient to support respect for treatment wishes.