Northern Light Health℠

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**Patients who have expired will have Time of Death documented by nursing. Once patients are ready to be removed from the room, staff can enter disposition details so EVS staff is notified of the clean job on their mobile device.**

## Time of Death

Time of Death is documented by nursing in the **Expiration Record Form**. Staff can add a manual Discharge icon to communicate the room's pending availability with the Bed Manager.

**STEP 1:** Click the patient's name to activate Action buttons.

**STEP 2:** Select **House** icon and click **Discharge Patient**.
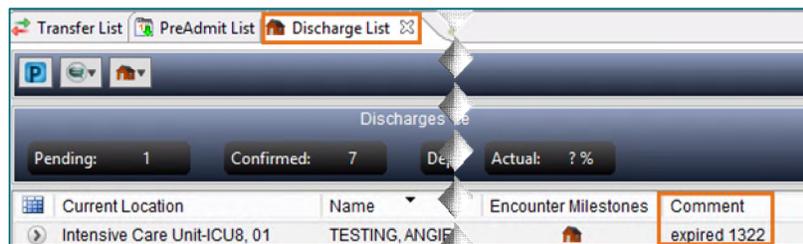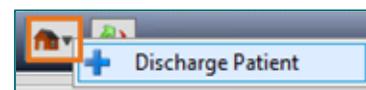


**STEP 3:** Open the **Discharge List** gadget and add a **Comment** with the expiration time.

**STEP 4:** Click the patient's name to activate the buttons from the bed board.

- Click the **Transport** icon to **Request Adhoc Transport** (EMMC/Mercy Only).
- Enter the **Destination** and any other pertinent information.
- Click **Ok**.
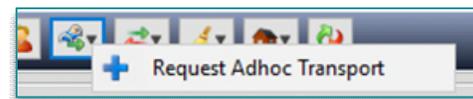
**STEP 5:** When the patient has been transferred out of the room, open **PM Conversation** to document disposition details.

- NL Maine Coast Hospital will use the **Discharge Encounter** option.
- All other facilities will use the **NLH Discharge Patient** option.
- When **Discharge** is **Complete**, the room will flip to **Dirty**, which alerts **EVS** of their task.
- When EVS completes their task, the room will show as **Available**.

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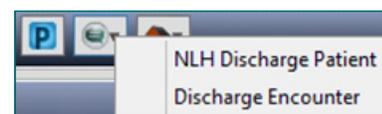
**NOTE:** **Organizations may hang signage on the patient's door for staff to check in at the nursing station before entering to avoid disturbing the family.**

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