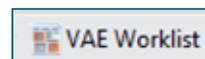**The Ventilator Associated Event (VAE) Worklist displays patients who are being mechanically ventilated for two or more days. The National Healthcare Safety Network (NHSN) algorithm categorizes conditions into three tiers. Patients will populate the appropriate tier based on documentation.**

VAE Worklist

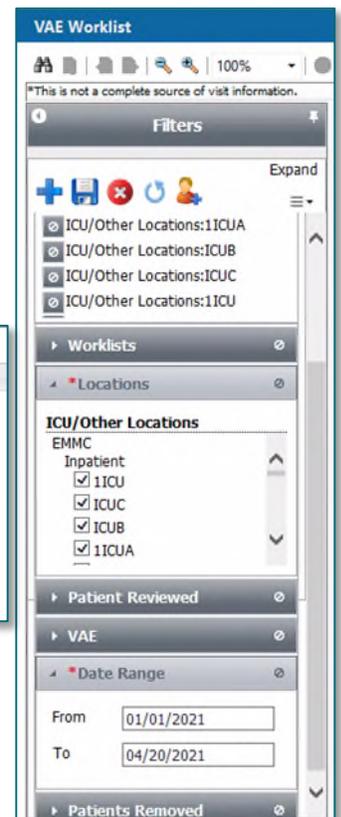**STEP 1:** Access the list by clicking the button in the toolbar.

STEP 2: Set the **Location** and **Date Range** for the list.

- Additional filters can be set based on user preference.

STEP 3: Click **Save**.

STEP 4: Name the list and set as **Default**.

➢ Patients statuses will appear on the left side of the screen.

- **Empty circle**: New patient who has not yet been reviewed.
- **Partially filled circle**: Review is in progress.
- **Filled Circle**: Review has been completed.
- **Triangle**: Review has been modified.
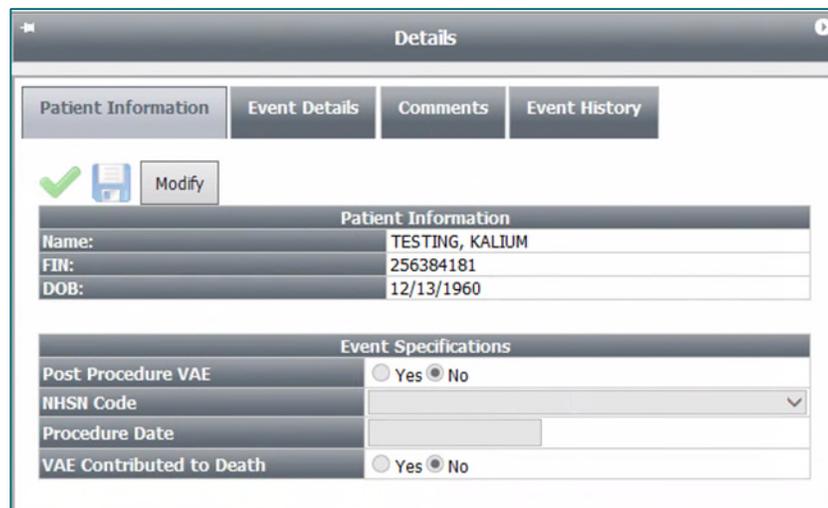
➢ **VAE Categories**

Patients who are at Risk for VAE can be manually added to the worklist and will display with the manual icon 👤 . Additionally, when identified criteria have been met through documentation, the patient will populate the list within the appropriate category.

- **VAC**: Ventilator-Associated Condition
- **IVAC**: Infection-Related Ventilator-Associated Complication
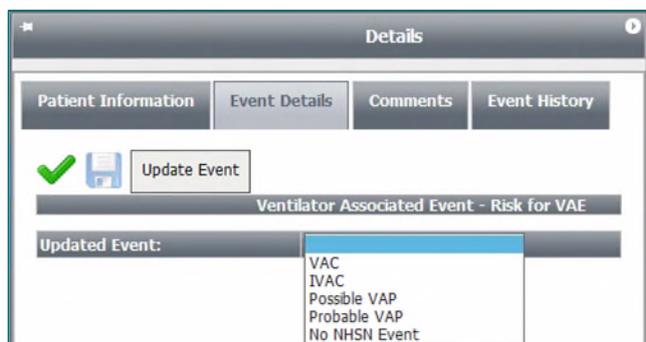- **VAP**: Possible/Probable Ventilator-Associated Pneumonia

STEP 5:   Click the patient's name to review the chart as needed.

STEP 6:   Click to the left of the patient's name to open the **Details** window.

- Document the findings on the **Patient Information** tab.
- Update the **Event Details** as appropriate.
  - Click the **Update Event** button and choose the appropriate option from the dropdown.
- Click the green checkmark to **Save** the change.
- Add any notes on the **Comments** tab.

- Review the **Event History** to be aware of any category changes.