

Notes on the In-hospital Flag

There is a new “In-hospital flag” on the Operation page. This indicates whether the service was performed in a hospital or day surgery facility. This covers most anaesthetic procedures including day stay endoscopies.

The items list also carries the flag, and for in-hospital services, an asterisk is shown against the item on the printed account, according to Medicare conventions. The flags on the items list can be changed individually by double clicking on the asterisk, or the space where the asterisk should be.

Date	A.Item	Units	Procedure
12/Jun/2007	17610		Pre-anaesthesia consultation, limited examination (in-rooms)
12/Jun/2007	* 21212	10	Anaesthesia for hip disarticulation
12/Jun/2007	* 23114	14	Anaesthesia time - 2:51 hours to 3:00 hours

Because Access Anaesthetics previously did not make the distinction between in- and out-of-hospital procedures, existing accounts have all been deemed to be in-hospital accounts. The exception is that any accounts where the hospital is blank, or the hospital label is ‘Rooms’, are flagged as out-of-hospital accounts.

It is not necessary to review all your accounts to update the flag. However you may wish to review the currently open accounts, particularly any accounts which have not yet been printed, since the printed accounts will be labelled as in-hospital services as shown below. If you have accounts where an in-rooms consultation was conducted, you should remove the asterisk from these items.

Date	RVG Units	Item Number	Procedure	(* indicates in-hospital service)
14/Nov/2006		17610	Pre-anaesthesia consultation, limited examination, up to 15 min (in-rooms)	
14/Nov/2006	10	21212	Anaesthesia for hip disarticulation	*
14/Nov/2006	4	23042	Anaesthesia time - 51 minutes to 55 minutes	*

To change an in-hospital account to an out-of-hospital one, simple click the radio button on the Operation page. This prompts you to change all the item flags at the same time. If you need to, you can adjust individual item flags by double clicking on the asterisk for the relevant item. This would allow you to have, for example, an out-of-hospital consultation, and an in-hospital procedure on the one account. Normally, however, it is expected that an account would carry only in- or out-of-hospital services, not both.

To make data entry easier, the hospitals lookup list also has a flag for in-hospital status. We recommend you go through all the hospitals in your list and adjust the flag where appropriate. For example, a ‘rooms’ location should be designated an out-of-hospital location.

Existing hospital lookup data has been automatically designated ‘In-hospital’ except where the hospital label is ‘Rooms’.