

To place a consult

Enter a consult order in Epic, type “Consult to...” and the name of the service, in the Orders field. You’ll see an order like the one below. Click “AMAC to Call” and enter the reason for the consult.

IP Consult To Vascular Surgery

✓ Accept

✗ Cancel

Process Inst:

NOTE: Verbal communication with a qualified clinician is mandatory for ALL consults. Epic consult orders are for documentation only.

Priority:

STAT

Routine

STAT

Method Being Utilized to Contact Consultant:

AMAC to Call

Transfer Center to Call

Provider Will Call

Reason for Consult?

Specific Attending Request:

Comments:

+ Add Comments (F6)

Next Required

Link Order

✓ Accept

✗ Cancel

You have an option to add a specific attending, if known.

If you’ve properly entered your phone number at the start of your shift, AMAC will know how to find you – but you can consider entering it in the comment field, as well.

How a consult is handled

Consult orders appear on the “Consult Trackboard.” The **ED Referral Line** (“AMAC”) monitors this trackboard, calls consultants, and connects consultants to the ED provider who placed the consult order.

Tracking consult progress

The ED Referral line continuously updates the Status of the consult. Steps recorded in the Status column include...

1. Initial Consult Time
2. Consult Order Placed
3. Consult Connected
4. Who was consulted (and how many consults were ordered)

Att	Res	Ext	RN	Initial Consult Time	Ordering Provider/Number	Status	LOS	Consult Orders
				7/21 0219	BARSKY, MICHAEL, 551-404-3031	Consult Order Placed	13:17	[0/1] IP CONSULT TO ENT Ordered 163:47 ago

If no callback received within 10 minutes, call ED Referral Line: 212-241-3611