#### STANDARD OPERATING PROCEDURE

# Valuables and Belongings ED Patient Going to OR (MSJ)

## Site Applicability

MSJ ED, OR and PACU

#### **Need to Know**

This document outlines the process for checking and storing of patients valuables and belongings for the ED patient going to the OR for surgery.

Patient's valuables and belongings for the ED patient going to the OR for surgery will be directed to PACU for safe keeping.

## **Standard Operating Procedure**

#### In ED:

Ask the patients/families to take any unneeded items home when possible.

Complete the CERNER belongings powerform. Describe all valuables and belongings as accurate as possible.

Place all documented items in the patient's belongings bag and place a patient's label on the bag.

When the patient is transferred from ED, all documented patient belongings and valuables must be directed and handed over to PACU staff.

#### In PACU:

PACU staff receiving the patient belongings and valuables must secure these items in a designated area.

From PACU, the patient belongings and valuables must be directed and handed over to the patient's post op destination.

#### **Documentation**

Complete the CERNER belongings powerform (or paper equivalent during a CERNER downtime)

#### **Related Documents**

B-00-16-10013 Valuables in Mental Health

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### **B-00-11-10148** Safe Keeping of Patient Valuables policy

# **Developed By**

MSJ Clinical Nurse Educator, ED
MSJ Clinical Nurse Educator, OR
MSJ Clinical Nurse Educator, PACU/SDCU

# **Persons/Groups Consulted**

MSJ PCM Surgical Program
MSJ PCM ED/HAU/OPD
MSJ Surgical Program Supervisor
MSJ Nursing staff, ED, OR and PACU/SDCU nursing staff

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	Surgical Program MSJ

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