

**Vanderbilt University Medical Center
Multidisciplinary Surgical Critical Care**

**Standard Operating Procedure:
Rounding & Intra-Service Communication**

Pre-rounding process (6:30 – 7:30 am):

- Fellows (and/or faculty) must be present in the SICU at 6:30 am to go over patient related issues with the primary service senior resident (and/or faculty) before the beginning of rounds
- Post-call interns must be able to provide information regarding the care of the patient the previous night to the fellow or to the primary team in the fellow’s presence
- Orders agreed upon should be entered prior to the beginning of rounds as possible

Rounding process (7:30 am every day except at 9:00 am on F):

- Rounds should begin promptly at 7:30 am each day of the week except Friday when they begin at 9:00 am. Timely beginning of rounds is important because it ensures that every member of the multidisciplinary team (Respiratory Therapist, Nutritional Specialist, PharmD, etc) is present for the rounds from the start.
- As much as possible, rounds should be completed in a time frame that allows completion of time sensitive procedures prior to scheduled educational conferences at 11:00
- Orders should be entered (as possible) during rounds utilizing the bedside or rolling computers
- Rounds will start at room 3001 on Sunday, Monday, Wednesday and Friday. Rounds will start at room 3013 on Tuesday, Thursday, and Saturday.
- Fellows or faculty should document plan of care on the bottom of the Critical Care note and place it in the chart at the completion of patient case discussion
- The presence of a completed progress note that contains ICD code boxes should be verified and completed if not (mark check boxes and write “refer to Critical Care note”)
- Members of the Critical Care Team that should be present for the morning rounds and their roles during the rounding process are outlined in the table below.
- SICU Medical Receptionist will assist family members to participate in Rounds.

Member	Role
1. Critical Care Faculty &/or Critical Care Fellow	<ul style="list-style-type: none"> • Lead rounds • Ask necessary questions • Finalize patient plan of care
2. Bedside Nurse	<ul style="list-style-type: none"> • Presents patient vital signs, neurological status, IV fluids, etc. (see <i>Bedside RN Rounds Presentation Sheet</i> in the appendix A of this document for more details) • Read plan of care and goals back to team
3. Respiratory Therapist	<ul style="list-style-type: none"> • Present current ventilator settings • Present current ABG and respiratory compliance
4. Residents	<ul style="list-style-type: none"> • Present patient’s history and background • Present events during the past 24 hours

	<ul style="list-style-type: none"> • Present significant/relevant physical exam findings
5. ACNP	<ul style="list-style-type: none"> • Present patient to team • Finalize patient plan of care • Bedside nurse will be present for rounds on these patients.
6. Nutritionist	<ul style="list-style-type: none"> • Present nutrition data specific to that patient • Present estimated caloric requirements • Provide suggestions for improvement
7. Pharmacist	<ul style="list-style-type: none"> • Present medication concerns • Review antibiotic compliance • Present protocols compliance status
8. Family members	<ul style="list-style-type: none"> • Will listen as MDSCC team presents patient data and treatment plan • Attending/Fellow will outline plan for the day in laymen's terms, and answer questions

Post-rounding process:

- Communication with Primary Service Team
 - At the completion of rounds, fellows and/or faculty should communicate to appropriate members of the primary service all issues or plans of care that differ from those established prior to rounds
 - Interns should not be utilized for communication of complex critical care issues
- Post-rounding procedure “huddle” process
 - After completion of morning rounds, Critical Care Team together with procedure RN should conduct procedure “huddle” at the procedure whiteboard to discuss, list and prioritize all procedure for the day.
 - The procedure whiteboard is located right of the service center door.

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