



## UROLOGY SURGERY TELEMEDICINE CLINIC PROTOCOL

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**ISSUED BY:** Anca Anghel RN

**LAST REVIEW/REVISION DATE:**

April 2015

**APPROVED BY:**

**CATEGORY:** Pre/ Post Operative

**DATE OF APPROVAL:**

**IMPLEMENTATION DATE:** Dec 2014

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### **Background**

Currently, Ottawa Hospital (TOH) Urologist Dr. John Mahoney regularly travels to Hawkesbury to participate in the care of patients living in that area. To complement these on-site visits, Dr. Mahoney will use the Telemedicine facilities of TOH to (a) Discuss results of diagnostic tests and blood work (b) Plan therapy and (c) Monitor the clinical course.

### **Inclusion Criteria**

- Adult patients
- Patient must have valid OHIP number
- Patients who agree to being seen via telemedicine

### **Clinic Schedule**

- Dr. Mahoney's secretary will inform the Hawkesbury Telemedicine Team and TOH Telemedicine Nurse of next available clinic date(s) and time(s).

### **Patient Scheduling Process**

#### **1month prior to Clinic:**

##### Hawkesbury Telemedicine Nurse:

- Selects patients from the waiting list at the Hawkesbury Hospital
- Contact patients to inform of appointment date, time and location
- Obtain patient's pharmacy name, phone and fax numbers
- Verify with the patient if they require an injection post appointment (*Note: if injection required; schedule patient at the end of the clinic*)
- Schedule appointments in NCompass
- Schedules patients in Anzer
- Prepare the patient appointment list

## **1 Week Prior to Clinic**

### **Hawkesbury Telemedicine Nurse:**

- Send the final list of patients to Dr. Mahoney's secretary 5 business days prior to Clinic by Fax to **613-737-8982**
- Confirm appointments with patients
- Obtain patient information and initiate the Urology Evaluation Form
- Obtain a current list of patient's medications
- Complete the Medication Reconciliation Form
- Register patients in Anzer
- Organize waiting room; contact maintenance if additional chairs required

### **Dr. Mahoney's Secretary:**

- Prepare patient's charts

## **Day prior to Clinic**

### **Hawkesbury Telemedicine Nurse**

- Remind Patient Registration to advise patients of the preparation required for the bladder ultrasound.
- Obtain bladder ultrasound machine
- Prepare clinic:
  - (3) Patient labels
  - (2) 10 ml syringe
  - (1) Foley catheter size 14fr
  - (1) Foley catheter size 16fr
  - (2) Foley insertion kits
  - (2) Urinary leg bags
  - (1) box of medium size gloves and (1) box of large gloves
  - (1) Fax cover sheet and the (1) Urology Evaluation Form per patient

## **Day of Clinic**

### **Hawkesbury Telemedicine Nurse:**

- Complete the Urology Evaluation Form and fax to **613-737-8139**

## **Post Clinic**

### **Dr. Mahoney's secretary**

- Fax patient's prescriptions to their respective Pharmacies
- Makes arrangements for any required procedures as ordered by Dr. Mahoney, i.e cystoscopies, biopsies, etc.

## **Contacts**

<p><b>TOH Urology Surgery Dr. Mahoney's Secretary</b></p>	<p><b>Diane Ouellette</b> 613-737-8899 Ext. 78030 <a href="mailto:douellette@toh.on.ca">douellette@toh.on.ca</a> Fax: 613-737-8982</p>
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