

# Fall 2020 Daylight Saving Time: Inpatient and OB (HMSL)



## What's Happening?

- Daylight Saving Time (DST) for Fall 2020 ends Sunday, Nov. 1.
- At 0200 the clocks will turn back to 0100.
  - **Central Daylight Time (CDT)** – the first hour is between 0100-0200.
  - **Central Standard Time (CST)** – the second hour is between 0100-0200 (the “fall back hour”).

## What Should You Do to Prepare?

### Admissions/Discharges/Transfers

- Admissions, Discharges, and Transfers should be limited as much as possible during the 2 hours of the Daylight Saving Time Event
  - If you are unable to admit or transfer a patient into an open bed during this time, call for assistance. (In cases where someone is not available, you should contact the hospital operator.)

#### Admitting Number:

HMH	713-394-6800
HMB	832-556-6546
HMCL	281-523-2191
HMSL	281-274-0104
HMW	832-522-1170
HMWB	281-737-1500
HMTW	936-270-2193

#### Main Operator:

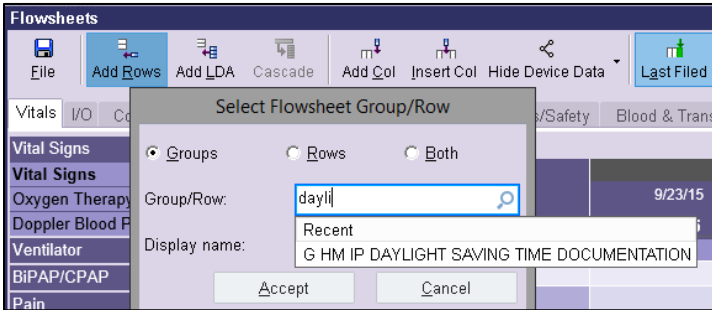
HMH	713-790-3311
HMB	281-420-8600
HMCL	281-523-2000
HMSL	281-274-7000
HMW	832-522-5522
HMWB	281-737-2500
HMTW	936-270-2000
HMCCCH	281-599-5700

- Unit staff are responsible for validating the unit census. This will include making sure that all patients are in the correct bed after the Daylight Saving Time Event. If a pool bed was used, you will have to move the patient from the pool bed to the correct bed.

## Device Integration/Vital Sign Documentation

- Data validate **will not** be available during either hour of the Daylight Saving Time event. Please document all vitals manually during this time. Data validation will be available after 0215 (CST).
  - Add the Daylight Saving Time Documentation Flowsheet Group to your Vitals flowsheet
    - Select the Add Rows button. Make sure the Groups option is selected. In the Group/Row field search for the group. You can find it easily just by entering “daylight” into this field.

# Fall 2020 Daylight Saving Time: Inpatient and OB (HMSL)



- The flowsheet group will be added to the top of your Vitals flowsheet. Use these rows to document Begin and End times for the Daylight Saving Time event. You can use the comment field of this group to enter more details about a particular time column, if needed.

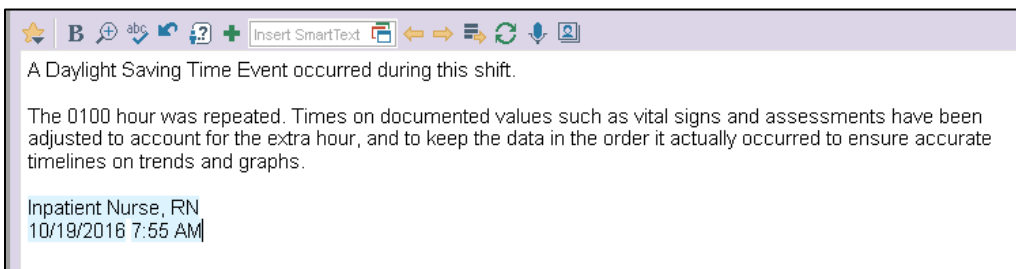
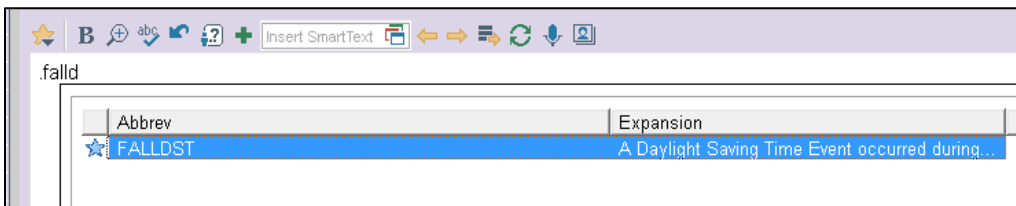
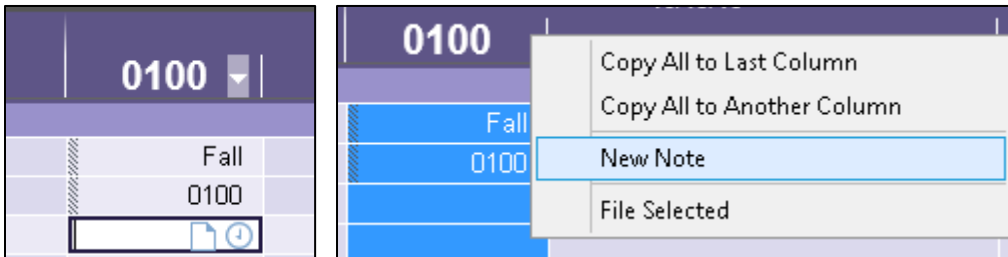
Daylight Saving Time Documentation	
Fall or Spring?	Fall
Daylight Saving Time Begin	0100
Daylight Saving Time End	0200
Comments	<input type="text"/>

- Adjust Times on flowsheet rows to keep documentation in the order that it occurred. Because the 0100 hour is repeated, and you cannot have more than one 0100 column on your flowsheet, any vitals taken during this 2-hour period will show as a 1 hour timespan in flowsheets. The example pictured below represents a patient who has Q 15 minute vitals.
  - Vitals that occur during the first 0100 hour (DCT) will need to be represented in the **1st half** of the 0100 hour on the flowsheet (take the minute that the vitals recording occurred and divide by 2).
  - Vitals that occur during the second 0100 hour (DST) will need to be represented in the **2nd half** of the 0100 hour on the flowsheet (take the minute that the vitals recording occurred, divide by 2, and add 30).

0045	0100	0107	0115	0122	0130	0137	0145	0152	0200
106/56									
77									
Right arm	These columns represent vital signs that were recorded during the 1st 0100 hour (DCT)				These columns represent vital signs that were recorded during the 2nd 0100 hour (DST)				
Lying									
Monitor									
52									
Monitor									

- Add a Nursing Note to each patient's record. Select the drop down arrow next to the time in the column. Select New Note. Enter the Fall Daylight Saving Time SmartPhrase (.falldst + space or enter) into the blank note, or search for the Fall Daylight Saving Time Event Note in the Search SmartText field. Add any additional information and sign the note.

# Fall 2020 Daylight Saving Time: Inpatient and OB (HMSL)



## Other Flowsheet Documentation

- Use the time labeling convention described above for any other types of flowsheet documentation during this period such as Assessments, I&O, LDAs, Cares/Safety, Restraints, Respiratory documentation, etc.

## The Brain Timeline and Flowsheet Documentation

- If flowsheet data is documented in the Brain or flowsheet navigator sections and the Time Mismatch warning appears, refer to the Flowsheets activity to see all flowsheet data.
- During the fall DST event, there are two consecutive 0100 hours represented on the timeline. The two 0100 hour columns act as a single unit, and any tasks and events scheduled between 0100 and 0200 appear there.

## Intake and Output

- I&O totals will be for **25 hours** for Nov. 1
- Automatic infusion group volume calculations in the Flowsheets activity do not add the extra 0100 hour and any volume infused during that hour into their calculations, so you must manually account for the extra hour after the Daylight Saving Time Event ends. Add a column after 0200 and

# Fall 2020 Daylight Saving Time: Inpatient and OB (HMSL)



manually calculate and document the volume for all active infusion groups. After you manually calculate these volumes, you can resume using the auto-calculate and rate verify features.

## Medication Administration Documentation

### Scheduled Medications

- Use the same time adjustment method as used for flowsheets for documenting medication administration.
  - If a medication is scheduled for the first 0100 hour (DCT), document this dose as given at 0100. Enter a comment to denote this dose was given during the first 0100 hour.
  - If a medication is scheduled for the second 0100 hour (DST), document this dose as given at 0130. Enter a comment to denote this dose was given during the second 0100 hour.

<b>Action:</b> Given	<b>Date:</b> 10/22/2016	<b>Time:</b> 0130	<b>Comment:</b> Daylight Saving Time. Med due at 0200. Given at second 0100
<b>Route:</b> inhalation	<b>Site:</b>		

### Frequently Given Medications

- For frequently scheduled medications you may receive an alert about the administration being too close to another
  - Ex. You have an order for fentanyl 25mcg IV push every hour as needed for pain. You administer a dose for a patient's complaint of pain at the first 0130 occurrence. Adjust your Given Time in the MAR to 0115 (take the minutes and divide by 2) and enter a comment. An hour later, the second 0130 occurrence, the patient is in need of another dose. When documenting this dose, you will receive an alert. Review and verify that this is an appropriate administration and select Accept.

Based on the ordered frequency, this medication is possibly being administered too close to another administration. Please review previous administrations to verify appropriateness.

- Adjust your Given Time in the MAR to 0145 (take the minutes and divide by 2 and then add 30) and enter a comment.

<b>Action:</b> Given	<b>Date:</b> 10/23/2016	<b>Time:</b> 0145	<b>Comment:</b> Daylight Saving Time. Given at the second 0130
<b>Route:</b> intravenous	<b>Site:</b>		

- Medications Ordered for a set number of doses

# Fall 2020 Daylight Saving Time: Inpatient and OB (HMSL)



- Adjust your administration times that fall within the second hour Daylight Saving Time event using the above described method.
  - Ensure that the total number of doses is correct. If necessary, cancel the last scheduled dose. (Ex. Two doses are given 60 minutes apart, but the charting time is 0100 and 0130.

## Infusion Changes/Blood Transfusions

- The time of infusion titrations needs to match the corresponding vital signs.
  - Example- if the BP was 70/56 and the Dopamine increased, both should have similar times.
- Blood administrations times should correspond with appropriate vital signs.

## BestPractice Advisories (BPA)

- The system does not include the second 0100 hour in its calculations when determining whether BestPractice Advisories that use lockout times should appear to a user again.
  - Example- if a BPA with a lockout time of three hours appears to you at 0000 during the morning of the Daylight Saving Time event, that BPA will not appear to you again until 0300, despite the extra hour added by the time change.
- Similarly, lookback settings for advisories that include medications, procedures, flowsheets, or results criteria also do not include the second 0100 hour in their calculations. This could result in advisories based on these criteria appearing or not appearing at incorrect times.
  - Example- A BPA is set to appear if a patient has not had a pain assessment documented within the last hour. If you document a pain assessment for a patient at the first 0100 hour, the advisory will not appear to remind you to document an assessment during the second 0100 hour.

## Labor and Delivery Special Considerations

- Labor lengths that span the time change will appear to be one hour too short.
  - Manually calculate and update recorded labor lengths and document in a note.
  - After signing the Delivery Summary, correct the patient's labor length in the Obstetrics History activity.
- Remember to consider inaccuracies for time since last cervical exam, time since rupture of membranes, and babies' hours of life when using these calculations to make decisions for patients.
- Account for the extra hour when documenting case tracking events for patients whose C-sections take place during the Daylight Saving Time event.
  - Change case tracking event times so that the amount of time between events is accurate, even if this results in the actual event times themselves being inaccurate. Updating event times in this way ensures that the patient is charged correctly and that surgeons have the appropriate amount of time added to their procedure averages.
  - Add a nursing note that specifies the actual times at which case tracking events occurred for the patient. This ensures that the actual times at which events occurred are documented in the patient's chart.

# Fall 2020 Daylight Saving Time: Inpatient and OB (HMSL)

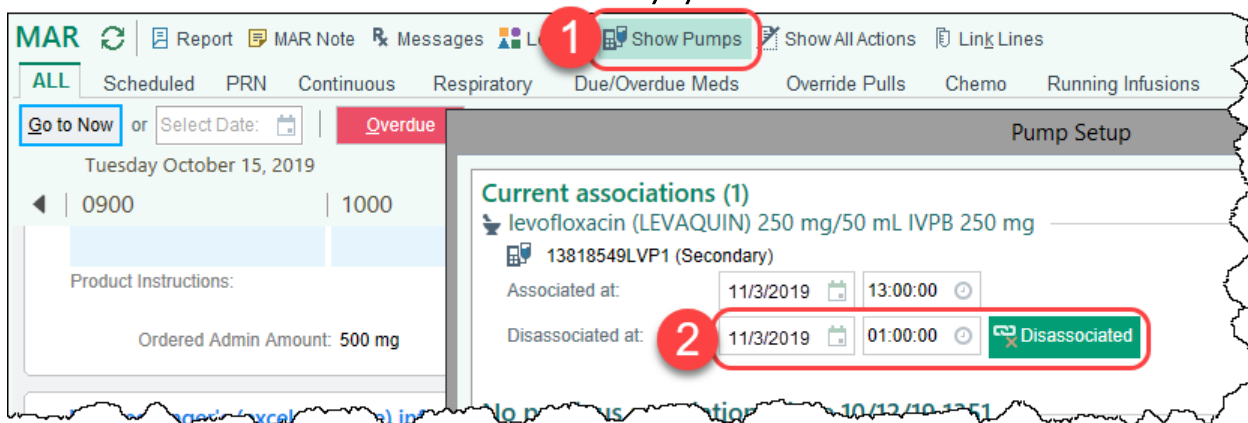


- Keep in mind that because of Daylight Saving Time adjustments data in reports may appear out of order, or with inaccurate times.
- Epic/CPN bi-directional interfaces will be OFF during both 0100 hours of the Fall Daylight Saving Time event. During this time, you will still be able to document in each individual system, however it will not flow from one to the other. While the option remains to document in either system IT recommends for clarity of care using the longitudinal fetal monitoring strip for documentation.

## Pump Integration (The Process for Clinicians)

### Device Integration/IV Pump Integration Documentation

- Data validate **will not** be available during either hour of the Daylight-Saving Time event.
- Nurses need to use the **Pump Rate Verify** button on all infusions and calculate all I&O's before the start of day light savings.
- Please document all IV fluids manually during this time. **Pump Rate Verify** will be available after 0215 (CST).
- The nurse will need to manually dissociate IV infusions starting at 0100 for Daylight Saving Time. This will stop data flowing from IV pump to I&O. If IV pumps are not dissociated, data can be lost.
  - On the **MAR** activity select:
    - Select **Show Pumps**
    - Dissociate infusions at: **11/1/19 and Time: 0100**



### Adjusting infusion pump documentation: Manual documentation

- Adjust Times on flowsheet rows to keep documentation in the order that it occurred. Because the 0100 hour is repeated, and you cannot have more than one 0100 column on your flowsheet, any vitals taken during this 2-hour period will show as a 1 hour timespan in flowsheets. The example pictured below represents a patient who has Dopamine infusing.
  - Dopamine infusion during the first 0100 hour (DCT) will need to be represented in the **1st half** of the 0100 hour on the flowsheet (take the minute that the IV recording occurred and divide by 2).

# Fall 2020 Daylight Saving Time: Inpatient and OB (HMSL)



- Dopamine infusion during the second 0100 hour (DST) will need to be represented in the **2nd half** of the 0100 hour on the flowsheet (take the minute that the IV recording occurred, divide by 2, and add 30).

	0100	0115	0130	0145	0200	0201
<b>DOPamine Drip - Peripheral IV 08/26/19 Anterior; Left Forearm</b>						
Dose (mcg/kg/min) Dopamine	2	2	3	4	4	4
Rate Dopamine	6	6	9	12	12	12
Volume (mL) Dopamine						
Concentration Dopamine	1600 mcg/mL	1600 mcg/mL	1600 mcg/mL	1600 mcg/mL	1600 mcg/mL	1600 mcg/mL

## Associate the Pump at 0215

- After the Daylight Saving Time event is completed, the nurse must link the IV infusion with Epic flowsheet documentation.
  - On the MAR activity select
    - Action **“associate pump”**
    - Date: **11/1/19** and Time: **0215**

**DOPamine infusion 400 mg/250 mL in dextrose 5%** : Ordered Dose 2-20 mcg/kg/min × 80 kg (Order-Specific) : Admin Dose 160-1,600 mcg/min : 6-60 mL/hr : intravenous : titrated

Admin Instructions:  
Nurse to request for next bag

Initiate infusion at 5 mcg/kg/min.  
Titrate to keep MAP between 60 mmHg to 65 mmHg .  
Titrate by 2 mcg/kg/min every 5 minutes.  
MAXIMUM Infusion is 20 mcg/kg/min

Ordered Admin Amount: 160-1,600 mcg/min  
Last Admin: Today 09/19/19 at 0245 (Rate/Dose Change)  
Dispense Location: HMSL 4E Pyxis 2  
Frequency: titrated  
Route: intravenous  
Order Dose: 2-20 mcg/kg/min × 80 kg (Order-Specific)  
Ordered Infusion Rate: 6-60 mL/hr  
Administration Window: 60 minutes from the due time

Action: Associate pump

Route: intravenous

Dose: 3 mcg/kg/min

Order Concentration: 1,600 mcg/mL

Pump Information:

Date: 9/19/2019 Time: 0215

Site:

Rate: 9 mL/hr

Last Rate: 12 mL/hr (09/19/19 0245)

## Intake and Output and Vital Signs

- I&O totals will be for **25 hours** for Nov. 1.
- After 0215 the “Pump Rate Verify” button in the I&O flowsheets can be used for all active infusion groups.
- The time of infusion titrations needs to match the corresponding vital signs.
  - Example- if the BP was 70/56 and the Dopamine increased, both should have similar times.

## Please verify that the correct date and time has updated after the Daylight Savings event has ended:

- If the time displayed on the pump is not correct, “power cycle” the pump by turning off and then back on to allow it to sync to the server and update for the time change.



# Fall 2020 Daylight Saving Time: Inpatient and OB (HMSL)



- If you cannot turn the pump off because of patient conditions, for example, an ICU patient that cannot have the infusions turned off, follow the below steps:
  - Press '**Options**' on the PCU
  - **Page Down**
  - Select "**Time of Day**"
  - Select "**Change Time**" and manually enter the correct time.