



POLICY ON FOLLOW UP OF RESULTS OF INVESTIGATIONS ORDERED FROM EMERGENCY DEPARTMENTS

1. PURPOSE AND SCOPE

- 1.1 This document is a policy of the Australasian College for Emergency Medicine and relates to follow up of results of investigations ordered from emergency departments.
- 1.2 Investigation ordering is an integral part of emergency medicine.
- 1.3 The policy is applicable to emergency departments in general.

2. POLICY

- 2.1 Clinicians in emergency departments must ensure that the results of investigations ordered from that department are followed up within a clinically appropriate time frame.

3. PROCEDURES AND ACTIONS

- 3.1 Systems need to be in place to ensure that the results of investigations ordered from an emergency department are reported to the responsible clinician, documented by them and followed up within a clinically appropriate time frame.
- 3.2 The results of all investigations ordered from the emergency department should be reviewed by the ordering clinician, unless the responsibility for care of that patient has been formally handed over to another clinician (*refer to S18ACEM Statement on Responsibility for Care in Emergency Departments*). When the ordering clinician is unable to personally review the result, a system should be in place to ensure appropriate follow up.
- 3.3 A system must be in place for review of results that return after a patient has been discharged from the emergency department.
- 3.4 When outpatient investigations are ordered from the emergency department, clear follow up arrangements for review of results must be in place.
- 3.5 Investigation results review processes should be periodically reviewed to ensure that they are functioning effectively.