

## Emergency Care Provision Tool Data Capture Template

### PATIENT FLOW DATA CAPTURE SHEET: Emergency Care Provision Staffing level Tool.

<b>Date</b> (record from 00:00-23:59) IN: 23/7/24 21:00 OUT: 24/7/24 02:00		<b>Hospital &amp; ED Department</b>		<b>Motherwell City General Hospital</b>					
<b>Patients Unique Identifier – Please ensure this sheet follows the patient on their journey though the department</b>			123456						
Patients Level of Care									
Time In	Time Out	Level of Care 1		Level of Care 2		Level of Care 3		Level of Care 4	
		Duration of clinical activity/intervention		Duration of clinical activity/intervention		Duration of clinical activity/intervention		Duration of clinical activity/intervention	
21:00	22:30	30 mins	X						
22:30	23:00					30 mins	x		
23:00	02:00			90 mins	X				
Total time at level (mins)		30 mins		90 mins		30 mins		0	
Level of Care where most care was delivered (To document in SSTS)								2	

**Note:**

- Document patients on SSTS at their discharge date
- Time in – this is a local decision to utilise or not
- Document the level of care that best reflects this patient’s episode of care – document in bottom left box

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FAQ	
<b>1</b>	<b>Why are the lengths of time different?</b>
1.1	Please note that for the first entry is it documented that the patient has been classed at a level 1 for 90 minutes however only 30 minutes of clinical activity/intervention is recorded. This is to reflect the actual care the person received during this episode of care. As a level one either in the waiting area or cubicle, clinicians do have a responsibility to the patient, however, they will not receive 90 minutes of clinicians (be it medical or nursing) time, they may have obs carried out every hour and bloods/examinations at admission, but this is not continual activity/intervention.
1,2	<i>At level 3 the patient has been in this level for 30 mins and had continual clinical intervention at this time.</i>
1.3	Moving back to level 2 the patient has been in this category for 3 hours but again has only had clinical intervention (hands on activity) for 90 minutes of this time
<b>2</b>	<b>How do I allocate a level of care when they are similar?</b>
	If a patient has similar/same times at each level, then it is the discharging clinician's clinical judgement as to what level the patient received the most care at, Looking at local context and the patient's individual situation.