SWIM – Access to Care



Send to PSS – No Surgical Date

Quick Reference Guide

Send a case to PAC for assessment when the surgical date is still undecided. Recall a case sent to PAC for assessment.

Follow the site's regular process to request the PAC assessment, e.g. before sending the request, phone PAC department.

Send to PSS	
1. Open Case Details	• Find the patient and open the Case Details
2. Attach documents	Attach all available documents
3. Send to PSS	 Click Send under the PSS Status Venue PSS PAC At Date Status Pac At Date Send Ma • The status will change to "Sent".
4. Send Message	Send a Message to PSS asking for the case to be screened. <u>Send a Message Regarding this Patient</u>

Recall a case previously sent to PSS	
1. Open Case Details	• Find the patient and open the Case Details
2. PSS Status	Click the PSS Status hyperlink
3. Recall	 On the Pre-Surgical Screening – Case Details screen click Recall Patient is not ready for surgery. Refer to the Preoperative Requirements and PSS Preoperative Activities lists. Click Patient on the top menu bar to return to the case details
	If the assessment has been started and the plan for the patient has changed, consider phoning the PAC department to update them.