

**Respiratory Care Services
John Dempsey Hospital
Policy and Procedure Manual**

Subject: Ordered Therapy Not Given When Ordered/Scheduled Due to Extenuating Circumstances

Rationale: A system is necessary to ensure that ordered therapy is delivered/initiated as soon as possible after the unsuccessful attempt. Therapy should not routinely be postponed until the next scheduled treatment.

Procedure:

New Orders

1. If a new order cannot be initiated the reasons must be documented in the Progress Notes Section of the Patient's Chart.
2. Communicate the reason why to the patient's nurse or physician. Ask to be notified when the problems have been corrected.
3. If the problems have not been corrected before the end of the shift, communicate this to the next shift at report

Existing Orders

1. If a scheduled treatment cannot be done on time because the patient is unavailable or the therapist is called away, etc.:
 - a. The therapist should check with the nurse to determine when the patient will be available.
 - b. Document on the patient's treatment sheet that the patient was unavailable at the scheduled time and why.
 - c. Continue on with the other scheduled patients. When that round of patients has been done, the therapist should return to the patient who was missed and check on their availability.
 - d. If the patient is unavailable, the therapist should return periodically until the therapy can be done.
 - e. If the patient is still unavailable at the change of shift, it should be included in report. The person taking report for that assignment should attempt to do the therapy before beginning their scheduled rounds.

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