Forgot your password?

Novell/Network User Code/Password Help	x5059
Affinity User Code/Password Help	x2181
Quantim User Code/Password Help	x2181
(CW) Clinical Work Station User Code/Password Help	x2181
Synapse User Code/Password Help	x5059
DHS Internet Proxy Password User Code/Password Help	x5059

Synapse (Radiology films generic login)
>   LOG ON: dhshucla/rad   PASSWD: rad

ECG app
Need personal username from dhshucla domain to logon—cannot use rad/rad, not the same as affinity login. DO NOT need "dhshucla/" in the log on name and password.

Intenet log on
Again need personal dhshucla logon. DO NOT need "dhshucla/" in the log on name and password.

Radiology
>   **CT**s need **2** orders, i.e. use white (regular) order sheet and yellow form
>   Need also consent form for IV contrast and a creatinine on the yellow sheet
>   **Ultrasounds** must first be requested through rads (so tech can be notified)

>   Body CT reads – Call ext 3079
>   Neuro reads- Call x 2808
>   Ultrasound request/reads x2831
>   On wknd/after-hours
>   Page (310) 501- 5814

Psych Ed	**Peds ED**
Call x3144	Call x2316 or -7

Common PAGERS (301) 501-xxxx
-- Also located on the board along the back wall
-- Daily list is next to the Admin computer

Trauma x4291	GI x3698
Ortho x0345	Urology x3821 or x5815 (check the daily list)
Gyn x0545	ENT x2665
Neuro x0771	Fam Med x3482
Neurosurgery x2701	Renal x0500
Ophtho x3303	Hospitalist x1325

Amion (online call schedule)
>   Login: humc

C-team
>   Sometimes incorrectly listed (if resident is post-call)
>   Try 3rd Call pager x6534 instead

Ward Call pager 5018
>   Takes *overnight* ICU admissions—deals with any boarded patients in the ED after teams
>   go home. Hospitalist does not take any ICU patients.

Suture Cart x 35280

To look up scanned ED documents (EDM)
1. Go to Affinity
2. "Patient Charting" and select patient
3. Click on "Procedures" up top and drag click "EDM"
     a. If this is your 1st time accessing it, it'll ask for login info.
          i. User id is you affinity id
          ii. Passwrd: password1
          iii. It'll ask you to change your password
4. You then need to drag/scroll (upper left) to the specific patient encounter, usually "ERACC" or "ERTX" or "ERMSE"--- "RO" are outpt visits and are not scanned

To look up previous d/c summaries:
1. Go to Affinity
2. "Patient Charting" and select patient
3. Click on "Procedures" up top and drag click "Health Notes" and click on "All Reports"

Family Medicine Clinics
To find out if a patient "Zones" out anywhere, i.e. if they are eligible to go to a fam med clinic, look at the bottom right hand corner of the Demographic information sheet. For a "Z: WILM" or "Z: FAM" or "Z:LB"

OSH Radiology films:
To view an outside hospital CD, you must log off the computer, then logon with your personal dhshucla login/password (See above). Then you can load the disc.

N.B. All the computers shut down and restart at 3am.

Outpatient Referrals:
Ask the clerks if they can book certain clinics, they usually can for:
          Gyn Urgent Care, Fam Med, Gen Ortho, Cards

Otherwise call the consultant to get a direct appt—the clerks can then fill out a "schedule reminder" (white half/sheet) slip for the patient that serves as the appt confirmation.

If an appointment can wait, there are special forms that need to be filled for:
1. Neurology (blue form)
2. GI (2 forms)
     a. Clinic
     b. Endoscopy
3. All subspecialty surgery need a "Interfacility" form filled out (triplicate white/green/yellow form)—pt will get appts in a few weeks
     a. Urology, Neurosurgery, Colorectal, GI/ONC
     b. For gallbladder, hernia repair→ patients are designated by birth month for specific clinics (see board in back)
          i. Vasc   Jan- April
          ii. GI/Onc   May- August
          iii. Colorectal   Sept-Dec
4. Heart Station has a new process (do not use the form)
     a. Log onto Affinity
     b. Go to Patient Charting and select your patient
     c. Go to the bottm tab "Chart Assessment"
     d. Click on the "Record" button
     e. Make your selection, e.g inpt vs outpt, stress etc..
     f. When you are done, select "Print" and type in "HEART" for the printer