



AUSTRALASIAN COLLEGE
FOR EMERGENCY MEDICINE

POLICY

Document No:	P54
Approved:	Nov-08
Last reviewed:	Jul-14
Version No:	02

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

1. PURPOSE AND SCOPE

This document is a policy of the Australasian College for Emergency Medicine (ACEM) and relates to follow up of results of investigations ordered from emergency departments.

Investigation ordering is an integral part of emergency medicine.

The policy is applicable to emergency departments in general.

2. POLICY

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. PROCEDURE 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 from the emergency department should be reviewed by the ordering clinician, unless the responsibility for care of that patient has been handed over to another clinician (refer to S18 ACEM Statement on Responsibility for Care in Emergency Departments).
- 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.
- 3.6 Patients should be informed of investigations performed in the ED, and the follow-up arrangements required for the results.

4. DOCUMENT REVIEW

Timeframe for review: every five (5) years, or earlier if required.

4.1 Responsibilities

Document authorisation: Council of Advocacy, Practice and Partnerships

Document implementation: Council of Advocacy, Practice and Partnerships

Document maintenance: Policy and Research Department

4.2 Revision History

Version	Date of Version	Pages revised / Brief Explanation of Revision
v1	Nov-08	Approved by Council
v2	Jul-2014	3.2 minor amendments 3.6 added

© Copyright – Australasian College for Emergency Medicine. All rights reserved.