

# Order Template Overview



## Overview

An order template is a pre-populated form that will partially/fully complete the **Medical Treatment Orders** tab within the **Home and Community referral** form with common information. After applying an order template you are still to edit the referral as necessary.

The feature is used for common medical treatment orders, in fast moving service areas like emergency departments, or certain outpatient clinics.

If you are unsure of who your organizational order template administrator is, you should contact the RM&R help desk at **1-866-556-5005**.

## Navigational Components

### 1. Prerequisites

- A) Under Request for Assessment for ED and OP referrals and under the Medical Treatment tab for IP referrals
- B) Order Template Drop down

### 2. Requesting a new template

Order Template Administrations (OTAs) are responsible for creating, editing and archiving order templates within the RM&R Application.

Order templates are customized at an organizational level by the OTA.

The screenshot displays the RM&R application interface. At the top, there is a navigation bar with tabs for 'Client Details', 'Request For Assessment', and 'Send and Manage Referrals'. The 'Request For Assessment' tab is active, and a dropdown menu for 'Order Templates' is open. The dropdown menu lists several medical conditions and their corresponding order templates, such as 'ED-Wound Care-Abscess - 2019', 'ED-Wound Care-Burn - 2019', 'ED-Wound Care-Diabetic Foot-Clean/Moist Wound with Good Circulation in Limb - 2019', 'ED-Wound Care-Diabetic Foot-Necrotic Tissue with Adequate Circulation in Limb - 2019', 'ED-Wound Care-Diabetic Foot-Poor or No Limb Circulation - 2019', 'ED-Wound Care-Malodorous Wounds - 2019', 'ED-Wound Care-Mixed Ulcer - 2019', 'ED-Wound Care-Phonidal Sinus - 2019', 'ED-Wound Care-Pressure Ulcer-Stage 3 & Stage 4 Ulcers - 2019', 'ED-Wound Care-Pressure Ulcer-Unstageable - 2019', 'ED-Wound Care-Surgical - 2019', and 'ED-Wound Care-Venous Stasis Ulcer - 2019'. A 'Save' button is visible in the top right corner of the dropdown menu. The background shows the 'Relevant Diagnosis and Additional Information' section of the form, which includes a text area for 'Relevant medical history, discharge diagnosis, behaviour aware of (i.e. surgical procedures and dates)'.