 <p>Winnipeg Regional Health Authority Office régional de la santé de Winnipeg Caring for Health À l'écoute de notre santé</p> <p>Guideline for Completion of a Regional Form</p>	<p>Form Name: Holter Monitoring/Event Recorder Requisition</p>	<p>Form Number: W-00674</p>
	<p>Approved By: WRHA Health Information Managers Group</p>	<p>Pages: 1 of 2</p>
	<p>Approval Date: January 2018</p>	<p>Supersedes: May 2016</p>

1.0 Form Purpose:

The purpose of the Holter Monitoring/Event Recorder Requisition is:

- 1.1 Standardize the information required for processing Holter Monitoring/Event requests.
- 1.2 Standardize the information required to analyze the recording.

2.0 Definitions:


- 2.1 Marquette Universal System for Electrocardiography (MUSE): is a data management system. The MUSE Cardiology Information System from GE Healthcare is designed to streamline cardiology workflow for clinicians, administrators, and information technology managers —leading to faster and easier processes at every point of care.
- 2.2 Holter Monitoring: is a continuous recording of patients EKG for greater than or equal to 24 hours
- 2.3 Cardiac Event Recorder: is a portable device that records a patient’s heart rhythm during symptoms.
- 2.4 MARS: General Electric trademark – is an ambulatory EKG analysis system.

3.0 Used By:

- 3.1 Requisition can be initiated by any Primary Care Provider within the WRHA.

4.0 Guidelines for Completion:

- 4.1 Primary Care Provider indicates type of monitoring requested, completes patient demographics, indicates hook up center location, indication for test, and lists cardiac medication(s).
- 4.2 Primary Care Provider fills out contact information where results will be forwarded. Residents cannot receive results, therefore, attending physician contact information must be provided. Indicate if an additional report is required in the space provided. The additional report will not include rhythm strips.
- 4.3 Primary Care Provider faxes the completed requisition to appropriate hook-up facility.
- 4.4 Receiving hook up facility completes hook up date and enters technologist name and MUSE number on requisition.
- 4.5 The hook-up facility will enter the Monitor Return date and time.
- 4.6 The hook up facility faxes previous EKG’s (if not available on MUSE), transfers data via MARS or provides data card, completed requisition and patient diary to the analyzing center.
- 4.7 The analyzing center assigns priority to urgent requests if required.

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5.0 Filing/Routing Instructions:

- 5.1 Interpreting facility forwards completed requisition to the billing office.
- 5.2 Analyzing facility forwards the final report and strips to the requesting Primary Care Provider and hook up facility.
- 5.3 It is the responsibility of each hook up facility to store the final report and strips in their Health Records department and to provide this information upon request.