

## Additional Information

### Who do I contact for other enquiries?

Please feel free to contact our preadmissions department on 08 8202 7206 for all other enquiries that you might have.

### Discharge information / advice if you require guidance prior to your admission

Please contact our Hospital Case Manager / Discharge Coordinator on 08 8202 7235 or email [mhoward@burnsidehospital.asn.au](mailto:mhoward@burnsidehospital.asn.au)

### General eAdmission queries

If you have any questions that are not outlined within this booklet, please make contact with our team on 08 8202 7201.

### Where can I find out more information about Burnside Hospital?

Our website offers a comprehensive overview of our hospital, facilities, specialties, food and visiting hours.

Head to [burnsidehospital.asn.au](http://burnsidehospital.asn.au)

All Burnside Hospital patients are encouraged to complete their admission form online at [burnsidehospital.asn.au](http://burnsidehospital.asn.au)

eAdmissions is located on the top right hand side of the website

### E-ADMISSIONS

### Equipment for discharge

Equipment will usually be organised by physiotherapists during your stay.

Day Surgery Patients: If your Doctor advises the need for equipment e.g. crutches, you can organise these directly through:

**Homecare Equipment**  
08 8338 7988

**Leef Independent Living Solutions**  
08 8362 6422

Alternatively, you may arrange for any necessary equipment through your own preferred provider / supplier.

## Important Pre and eAdmission Information

### Your Appointment Details

Date Time



**Burnside  
is your  
hospital**

# eAdmissions Information

Safe, secure and user friendly, our online eAdmissions portal allows us to immediately begin to prepare for your stay with us and retains your details for return visits.

If you are unable to access the eAdmission portal you can access a paper based copy from your surgeon's rooms. Alternatively, you can also print a copy from the Hospital's website and send your completed form to [admissions@burnsidehospital.asn.au](mailto:admissions@burnsidehospital.asn.au)

If you are mailing your forms, please allow adequate time to cater for any postal delays.

## When and how do I log in?

- As soon as the admission date is provided by the doctor
- Please do not delay logging on and submitting your forms. We usually require these at least seven days ahead of your admission
- First time users will be asked to create an account and set up a password.

## What if I am interrupted or need to pause while I find more information?

At each step you will 'save and continue'. To access your last step, simply login to the portal again and select the 'continue' button alongside your eAdmission.

## How long does the process take?

Your first online admission will take anywhere between 15 and 45 minutes, depending on your health history and the type of procedure you are booked in for.

Subsequent admissions are quicker to complete as most of your information can be copied from your previous admission form.

All Burnside Hospital patients are encouraged to complete their admission form online at [burnsidehospital.asn.au](http://burnsidehospital.asn.au)

eAdmissions is located on the top right hand side of the website

**E-ADMISSIONS**

## What will I need before I start?

- Access to your mobile phone to receive a confirmation SMS
- A digital device to complete forms e.g. tablet, laptop, smartphone etc
- Access to a unique email address
- Where applicable, your Medicare number / health fund details / other compensation details
- Your health history information including your height, weight, surgical history, medications and details of any other professionals involved in your ongoing care e.g. cardiologist
- Name and contact details of GP, Power of Attorney and Emergency Contact

## What are the benefits?

Our online portal is a convenient and secure digital platform and removes errors in translating handwritten information. It also alleviates the need for posting or dropping off your forms, giving us more time to get in touch with you if we need additional information.

Our eAdmission portal also speeds up the admission process for any future admissions.

## What if I need assistance?

Please contact our friendly Reception team on 08 8202 7201 Monday to Friday, between 8am and 4pm or email [eadmission@burnsidehospital.asn.au](mailto:eadmission@burnsidehospital.asn.au)

## eAdmission Troubleshooting

- When entering your information in Step 1. Admitting Doctors Name: Type in the first letter of the Doctor's surname and select from the drop down list.
- When entering information in Step 5. Concession / Pension Card Numbers: When entering card number, do not write the CRN at the beginning, and do not use any spaces or dashes.

# Preadmission Service

**It is very important that we have your completed admission form before your preadmission call.**

Burnside Hospital offers a complimentary preadmission service to assist patients to prepare for procedures at Burnside Hospital.

Our goal is to enhance your preparation for surgery by providing timely and comprehensive information. This service also provides patients an opportunity to raise any questions or concerns you may have regarding your planned procedure and subsequent recovery, including any pre-existing conditions or specific requirements you may have.

*Short stay procedure (day surgery) patients will receive a preadmission telephone consultation in the week leading up to their procedure.*

**Your preadmission assessment will be conducted by a Burnside Hospital RN and will take roughly 45 minutes.**

**This will include discussing the following important information:**

- A review of your admission form
- An outline of any pre and post operative care requirements
- Education about pain management, intravenous therapy, wound and drain care, chest physiotherapy and leg exercises
- An outline of exercises and mobilisation regimes
- Dietary and personal requirements
- Your predetermined length of stay as indicated by your Doctor according to the surgery scheduled
- Commence discharge planning discussion, including rehabilitation support services and equipment
- An opportunity for you to discuss any aspect of your surgery

