

MBTelehealth Procedure 9.10.30 - Room Naming Structure

Updated information for selecting appropriate rooms when scheduling an event in iScheduler

In an effort to facilitate scheduling of events into appropriate rooms in MBTelehealth sites, **Procedure 9.10.30** has been revised (*located in the MBTelehealth User Manual with telehealth unit(s) at each site*).



When selecting rooms to schedule telehealth appointments, please be mindful of which room you select in the client telehealth site.

Clinical Rooms

- **Multiple clinical rooms** will be numbered as 1, 2, 3, etc. Numbers indicate the prioritization of the room selection which have been determined by the site.
- **CLIN1** indicates that this is the most commonly used room for telehealth clinical events. If CLIN1 is unavailable, a “Conflicting Schedules” window will appear and the self-scheduler will proceed to CLIN2. To avoid scheduling and room conflicts, if all CLIN designated rooms are not available for an event, another date/time must be considered.
- **Specialty rooms** are not to be selected if the event you are booking is not associated with the specific program.
- **CancerCare Manitoba clinical rooms** will be identified as CLINCancer; or if multiple rooms CLINCancer1, CLINCancer2, etc., followed by the actual room name. Only Cancer Care identified sessions are to be scheduled in rooms identified as CLINCancer.
- **Emergency Program Rooms** such as Acute Telestroke, Emergency or SCU, will be identified as CLINER99-Telestroke or if multiple rooms CLINER99-Telestroke1, CLINER99-Telestroke2, etc., followed by the actual room name. ONLY Telestroke or Emergency identified sessions are to be scheduled in rooms identified as CLINER99, followed by the room description.
- **Neonatology clinical rooms** will be identified as CLINNursery. Only Neonatology identified sessions are to be scheduled in rooms identified as CLINNursery .

Hybrid Rooms

- **HYBRID** indicates rooms that may support clinical sessions BUT NOT if they require the use of peripheral equipment such as a stethoscope, otoscope or hand-held patient camera. All clinical sessions requiring the use of peripheral equipment must be scheduled in CLIN designated rooms or in the applicable specialty identified program room.