Original Date of Issue: 6/10/88

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| Revised:  | 8/99 | 7/01 | 4/03 | 11/09 |      |      |      |      |

**POLICY:**

An Emergency Department Log will be maintained on all patients. It will contain information including but not limited to:

- Unit Number
- Registration time
- Method of arrival
- Patient’s Name
- Sex
- Diagnosis
- Disposition
- Time of Departure
- Triage Category
- Age

The Central Log is generated from IBEX. Patients who do not respond when called three times will be entered into the system as Left Without Treatment.