

Virtual Inpatient Care QRG

Arranging an Interpreter for Virtual Inpatient Care

This QRG is designed to detail the steps required to organise an Interpreter to be present during an Inpatient Virtual Care Meeting

How to Arrange an Interpreter for Patient Care using WebEx

1. If exclusion criteria have been considered and it is appropriate to proceed, the Treating Clinician and Nursing Staff agree on a time to support the virtual consult. The Ward Clerk or the Clinical Staff will make arrangements for a Device to be available and the clinical staff will ensure that it is cleaned prior to use with the patient.
2. Depending on the practices of each profession and ward:
 - The Treating Clinician will copy the link to the Personal Meeting Room in the comments section of the online interpreter booking request ([How to access and find your personal meeting room link](#)). In the booking request, under “Location” put “WebEx- Ward”
For example: Location: WebEx, West 3

OR

 - The Treating Clinician will provide the Personal Meeting Room link to the Ward Clerk or other professional that agrees to complete the online interpreter booking, and this is copied into the comments section of the booking request. In the booking request, under “Location” put “WebEx- Ward”
For example: Location: WebEx, West 3
3. The Interpreter will now be able to join the Treating Clinician and Patient, and assist with communication.