

This document outlines a patient's urgent listing for the Liver Transplant Waiting List (TWL). A recipient can be enrolled through the Transplantation Portal by going through registration and once the record is created the enrolment can be updated.

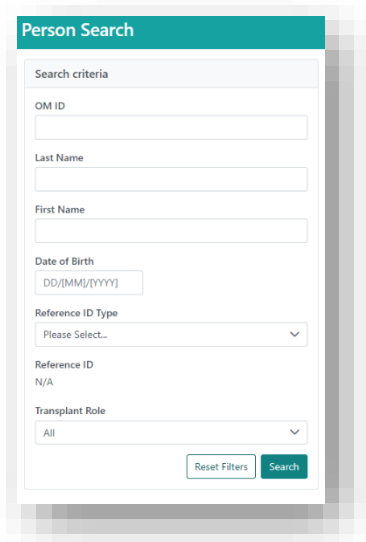
For further information on these processes refer to:

- [Liver Transplant Waiting List \(TWL\) Registration – Transplantation Portal \(OM-045\)](#)
- [Liver Transplant Waiting List \(TWL\) Enrolment – Transplantation Portal \(OM-026\)](#)

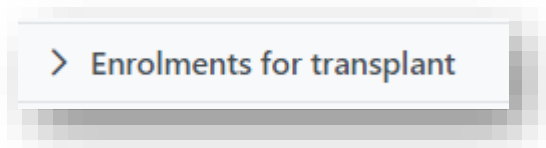
URGENT LISTING

Complete the following steps to list a recipient as urgent.

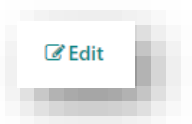
1. Search for the recipient under **Person Search**.



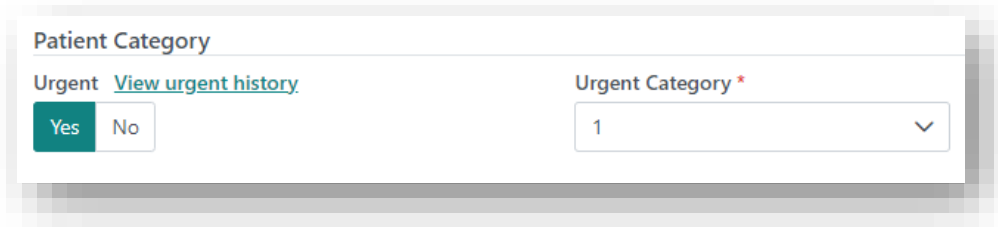
2. From the Person record click **Enrolments for transplant**.



3. Click **Edit** in the Liver TWL enrolment.

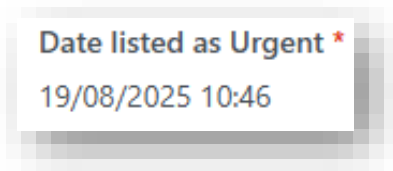


- Select **Yes** for **Patient Category** and select the **Urgent Category** from the dropdown.



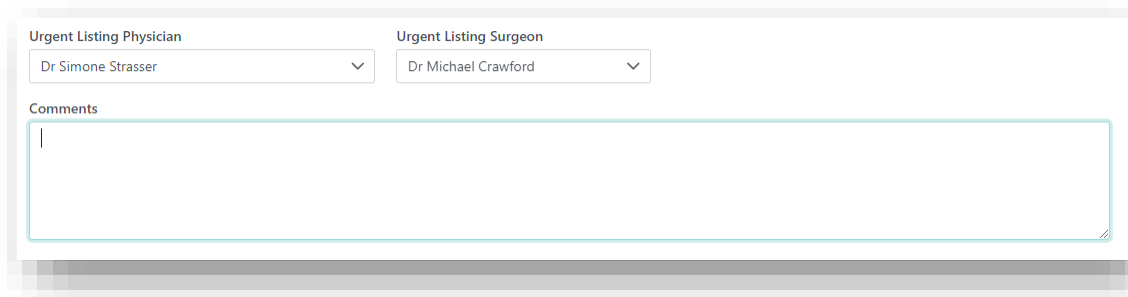
The screenshot shows a form titled "Patient Category". It includes a label "Urgent" followed by a link "View urgent history". Below this are two buttons: "Yes" (highlighted in green) and "No". To the right, there is a dropdown menu labeled "Urgent Category *" with the value "1" selected and a downward arrow icon.

- The **Date listed as Urgent** defaults with the current date and time.



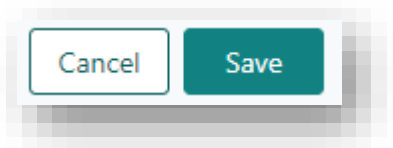
The screenshot shows a field labeled "Date listed as Urgent *" with a red asterisk. The field contains the text "19/08/2025 10:46".

- Select the **Urgent Listing Physician** and the **Urgent Listing Surgeon** from the dropdown. Add any relevant notes to the **Comments** box.



The screenshot shows a form with two dropdown menus at the top. The first is labeled "Urgent Listing Physician" and has "Dr Simone Strasser" selected. The second is labeled "Urgent Listing Surgeon" and has "Dr Michael Crawford" selected. Below these is a large text area labeled "Comments" with a vertical cursor at the top left.

- Click **Save**.



The screenshot shows two buttons side-by-side: "Cancel" and "Save" (highlighted in green).

- The urgent history status can then be viewed by clicking **View urgent history**. This table includes a history of any information that was added or updated when the urgent status was edited in the enrolment.

Patient Category

Urgent [View urgent history](#)

✓ Yes

Urgent history

Urgent	Date Listed as Urgent	Date Relisted	Urgent Category	Urgent Listing Physician	Urgent Listing Surgeon	Changed By	Changed At
Yes	16/08/2025 09:47	19/08/2025 10:48	1	Ken Liu	Jerome Laurence	Rebecca Scammell	19/08/2025 10:50
Yes	19/08/2025 09:47	-	1	-	-	David Provider	19/08/2025 09:47

« < 1 > » 10 ▾

Close

URGENT RELISTING

Once a patient's urgent status has expired, they require relisting. A notification is triggered as a reminder to relist the patient as urgent.

Complete the following steps when a recipient is required to be relisted as urgent.

- Search for the recipient under **Person Search**.

Person Search

Search criteria

OM ID

Last Name

First Name

Date of Birth
DD/MM/YYYY

Reference ID Type
Please Select...

Reference ID
N/A

Transplant Role
All

Reset Filters Search

- From the Person record click **Enrolments for transplant**.

> Enrolments for transplant

- Click **Edit** in the Liver TWL enrolment.

Edit

- Click **Relist**.

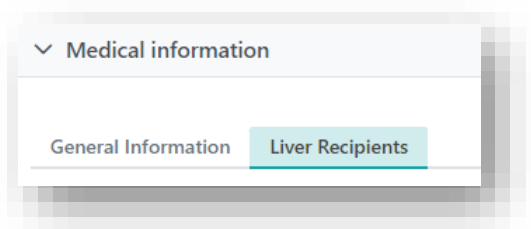
Relist

- The **Urgent Category** and physician and surgeon dropdowns then need to be selected again. The original date listed as urgent is retained.

Patient Category		Urgent Category *	Date relisted as Urgent *	Date listed as Urgent *
Urgent	View urgent history	Please Select...	19/08/2025 10:48	16/08/2025 09:47
Yes	No			
Urgent Listing Physician		Urgent Listing Surgeon		
Please Select...		Please Select...		

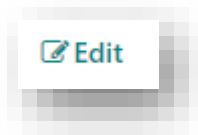
MEDICAL INFORMATION

When a recipient is enrolled on Liver TWL, a new tab is created in **Medical Information** called **Liver Recipients**.



These fields can be edited from the Transplantation Portal and contain information that is required when urgently listing a patient.

1. To add information into the **Liver Recipients** tab, click **Edit**.



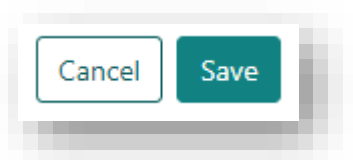
2. Add information in the fields as required.

 A screenshot of the 'Liver Recipients' form within the 'Medical information' section. The form has a header with 'General Information' and 'Liver Recipients' tabs, with 'Liver Recipients' being active. The form contains several fields organized in columns:

- ICU**: A dropdown menu with 'Unknown' selected.
- Intubated**: A dropdown menu with 'Unknown' selected.
- Dialysis**: A dropdown menu with 'Unknown' selected.
- Encephalopathy**: A dropdown menu with 'Unknown' selected.
- Encephalopathy - Grade**: A dropdown menu with 'Unknown' selected.
- Creatinine (umol/L)**: A text input field.
- Bilirubin (umol/L)**: A text input field.
- INR**: A text input field.
- AST (U/L)**: A text input field.
- ALT (U/L)**: A text input field.
- pH**: A text input field.
- Lactate (mmol/L)**: A text input field.
- Albumin**: A text input field.
- Serum Sodium**: A text input field.
- MELD**: A text input field.
- ELD**: A text input field.
- Comments**: A large text area at the bottom.

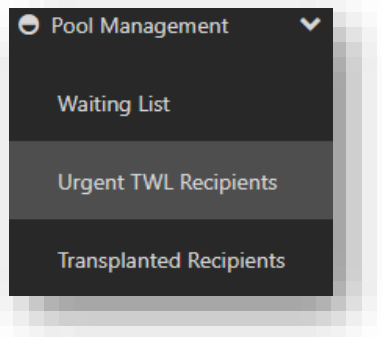
 At the bottom right of the form, there are 'Cancel' and 'Save' buttons.

3. Click **Save**.

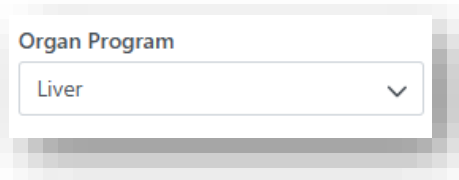


VIEW A LIST OF URGENT RECIPIENTS ON TWL PROGRAM

1. Click the **Pool Management** menu item in OM and select **Urgent TWL Recipients**.



2. Select the **Liver** from the **Organ Program** dropdown.



3. A list of urgent recipients will display including the urgent category.

If a patient's urgent status has expired, the row is highlighted red. This is based on the **Urgent Listing Date** or **Urgent Relisting Date**, depending on which is most recent. Category 1 or 2a urgent recipients have an expiry of 3 days and category 2b, 2c and Share 35 have an expiry of 7 days

 A screenshot of a web application's 'Results' table. The table has a header row and two data rows. The first data row is highlighted in light blue, and the second data row is highlighted in light red. The table includes columns for Last Name, First Name, Date of Birth, ABO, Transplant Hospital, Age, Height, Weight, Urgent Listing Date, Urgent Relisting Date, and Urgent Category.

Last Name	First Name	Date of Birth	ABO	Transplant Hospital	Age	Height (cm)	Weight (kg)	Urgent Listing Date	Urgent Relisting Date	Urgent Category
DXRb	MUROf1	29/09/1958	B	NRPAY	66			16/08/2025 09:47	19/08/2025 10:48	1
xxxxxx	xxxxxx	30/12/2024	O	VRCHV	0	66	8	10/08/2025 10:00		2a

Note: Any recipients not attached to the users hospital will have the name withheld so the first initial of the first and last name will display followed by xxxxx for eg. Axxxxx Sxxxxx.


4. The other filters can be selected to further refine the list.


5. Clicking on a row not linked to the user’s hospital will display a limited **Match profile**.

Match profile

Name Withheld

RECIPIENT

Male
57 years 6 months (14/04/1967)

OM ID 0082674
OM Lab VIC

Lab Ref 39214 HR
Nat Ref 370245912

> Histocompatibility profile

> Samples & test results

> Medical information

> Enrolments for transplant

> De-identified Notes & attachments

> Providers

DEFINITIONS

Term/abbreviation	Definition
TWL	Transplant Waiting List

REFERENCED INTERNAL DOCUMENTS

Document number	Source
OM-026	Liver Transplant Waiting List (TWL) Enrolment – Transplantation Portal
OM-045	Liver Transplant Waiting List (TWL) Registration – Transplantation Portal

CHANGE HISTORY

Version number	Effective date	Summary of change
1	Refer to Footer	New document

ELECTRONIC SIGNATURE

Author	REBECCA SCAMMELL
Approver(s)	NARELLE WATSON