

# ADMISSION AND DISCHARGE CRITERIA TO THE GRACE CENTRE FOR NEWBORN CARE - CHW POLICY®

## DOCUMENT SUMMARY/KEY POINTS

- All babies admitted to GCNC must have the consent of the on-call Neonatologist.
- The decision to discharge babies from GCNC is that of the on-call Neonatologist in collaboration with the other co-consultants.
- GCNC has the dual role to accommodate patients from external sources as well as patients from within CHW
- GCNC [surge graph](#) provides details of bed management and access in GCNC

## CHANGE SUMMARY

- Responsibilities updated in the surge graph.

## READ ACKNOWLEDGEMENT

- All medical staff who wish to admit a neonate to the Grace Centre for Newborn Care should read and acknowledge they understand the contents of this policy.

<b>Approved by:</b>	SCHN Policy, Procedure and Guideline Committee	
<b>Date Effective:</b>	1 <sup>st</sup> September 2015	<b>Review Period:</b> 3 years
<b>Team Leader:</b>	Head of Department	<b>Area/Dept:</b> Grace Centre for Newborn Care

## Admission Criteria

- **Neonates** under one month of age or a corrected post-conceptual age of one month, in the case of premature babies.
- **Priority** is given to:
  - Neonatal surgical emergencies
  - Neonatal cardiac lesions
  - Complex medical conditions requiring multidisciplinary care and with high dependency needs such as metabolic and genetic conditions.
- **All other babies** coming to the emergency department or from other hospitals will not be admitted except in exceptional circumstances, but be placed in the most appropriate ward by the Bed Manager.
- Westmead's Perinatal Unit have guidelines written for their emergency department re admission of babies back into their nursery. The following paragraph from Westmead's Guidelines pertains to babies **who were discharged** from Westmead hospital up to the first 6 weeks after birth.
  - *'It is in the infant's best interest to be admitted to Westmead Hospital as the Perinatal Centre at Westmead Hospital has the history of the patients and mothers, the equipment and staff required to care for all newborn babies i.e. premature and term infants. The intensive care nursery (Grace Unit) at the Children's Hospital - Westmead has primarily a surgical focus. For this reason it is requested that all newborn infants requiring admission to hospital in the Westmead area be admitted to Westmead Hospital in preference to the Children's Hospital – Westmead.'*

**However**, babies from Westmead's Perinatal Unit *who come to CHW Emergency Department* and are deemed to be too unwell to be transported to Westmead may need to be admitted to Grace Centre for Newborn Care for stabilisation.

## Admitting consultant

- All babies admitted must have the consent of the on-call Neonatologist.
- All babies are to be admitted under the on-call Neonatologist, who will be the primary consultant with other relevant sub specialists becoming co-consultants.
- All babies admitted to GCNC are to be assigned the on-call General Medical Practitioner as a co-consultant if appropriate to the admission.

## Discharge Criteria

- The decision for discharge will be that of the on-call Neonatologist in collaboration with the other co-consultants.
- Convalescent patients will be transferred to their referring or other suitable hospitals when they have improved to the point where they can be cared for by that hospital, specialist evaluation has been completed, or a terminal or untreated condition exists and the infant is to be reunited with the parents (if this is their wish). Alternative arrangements in consultation with the parents may need to be implemented.
- Patients will be discharged home where the medical or surgical condition has resolved; there is sustained weight gain on oral feeding; parental skills in infant care and any necessary nursing procedures are satisfactory, with appropriate support from the Discharge Liaison Nurse or community support.
- Some patients requiring long-term care in CHW will be transferred internally to a ward deemed appropriate by the Bed Manager.

## Surge Graph

The [Surge Graph](#) has been developed in line with the neonatal Statewide Bedstate and in collaboration with the CHW [Demand Management and Escalation Plan](#). It is understood that the Grace Centre for Newborn Care at The Children's Hospital at Westmead is part of a state-wide service for the provision of neonatal beds but is also part of the CHW and therefore has a dual role to accommodate patients from external sources as well as within the hospital. The graph is to be used in conjunction with the Bedstate which is updated 3 times per day by the nurse in charge of GCNC at 8am, 2pm and 11pm.

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## Surge Graph

Status		Inform	Response	Responsibility	<a href="#">Demand Management Escalation Plan</a>
<b>Green</b>	Beds available	No action necessary	No action necessary	N/A	Level 1
<b>Amber</b>	Limited beds (1-2) available	<u>Business hours:</u> <ul style="list-style-type: none"> <li>Perioperative/Critical Care Program chairs</li> <li>Patient Flow/Bed Manager</li> </ul> <u>After hours:</u> <ul style="list-style-type: none"> <li>After-Hours Nurse Manager (AHNM)</li> </ul>	<ul style="list-style-type: none"> <li>Review/optimize nurse:patient ratios</li> <li>Consider deferring non-urgent surgical cases/non critical medical patients from ED &amp; referral hospitals</li> <li>Change bedstate to "amber"</li> <li>Ensure that "exit block" is addressed               <ul style="list-style-type: none"> <li>* Patients able to be discharged to ward</li> <li>* Patients able to be transferred to other hospitals</li> </ul> </li> </ul>	NUM 1/Team Leader Program Chair  NUM 1/Team Leader  Program Chair/AHNM Neonatologist/NUM 1/Team Leader	Level 2
<b>Red</b>	No beds available 21 patients Staff leave/illness No extra staff available	<u>Business hours:</u> <ul style="list-style-type: none"> <li>Perioperative/Critical Care Program chairs</li> <li>Patient Flow/Bed Manager</li> </ul> <u>After hours:</u> <ul style="list-style-type: none"> <li>After-Hours Nurse Manager (AHNM)</li> </ul>	<ul style="list-style-type: none"> <li>Review/optimize nurse:patient ratios</li> <li>Ensure that "exit block" is addressed               <ul style="list-style-type: none"> <li>* Patients able to be discharged to ward?</li> <li>* Patients able to be transferred to other hospitals?</li> </ul> </li> <li>Cancel booked Admission</li> <li>Change bedstate to "red"</li> <li>Ring staff offering "overtime" shifts</li> <li>Notify PSN</li> </ul>	NUM 1/Team Leader  Program Chair / AHNM Neonatologist/NUM 1/Team Leader Program Chair  NUM 1 / Team Leader NUM 1 / Team Leader Neonatologist	Level 3/Level 4