

# **Procedure Responsibilities and Authorisation**

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# **Procedure Review History**

Version	Updated by	Date Updated	Description of Changes
3	Christine Woolerton	September 2016	One addition

Doc ID: 01	92	Version:	03	Issue Date:	23 SEPT 2016	Review Date:	23 SEPT 2019
Document Owner: Charge Nurse Manager			er	Department:	NICU		
IF THIS DOC	UMENT	IS PRINTE	ED, IT IS VA	R THE DAY OF	PRINTING	Page 1 of 5	



## 1. Overview

### 1.1 Purpose

This protocol is to ensure a timely and appropriate response in a life threatening clinical situation for a neonate at the Waikato Hospital campus.

### 1.2 Definitions

NICU - Newborn Intensive Care Unit

Neonate - An infant from birth to less than six weeks of age.

Neonatal emergency - a clinical situation for a neonate (in Delivery Suite, Main theatre, NICU, postnatal ward) that is life threatening or will become life threatening without urgent clinical intervention.

# 2. Clinical Management

# 2.1 Competency required

Registered nurse Neonatal Nurse Practitioner NICU registrar Clinical Nurse Specialist – Neonatology

## 2.2 Equipment

- Text pagers
- Telephone

### 2.3 Criteria

In the event of a life threatening or imminent life threatening situation for a neonate any health professional can summons the appropriate assistance from the clinical staff of the Newborn Intensive Care Unit.

### 2.4 Protocol

The level II CNS/NNP/Registrar or on call CNS/NNP/Registrar (after hours) will carry a dedicated emergency pager. All notifications of a neonatal emergency to the on-call NICU NNP/CNS/Registrar are to be via the emergency pager. This pager is to be personally handed to the appropriate person coming on duty before the person going off completes their duty.

### 2.5 Procedure

### **Action:**

In the event the on call NNP/CNS/registrar will knowingly be unable to attend a neonatal emergency immediately (for example they are about to undertake a clinical procedure such as central line insertion) it is their responsibility to ensure an appropriate health professional is able to respond and attend a neonatal emergency in their absence. This involves handing the emergency pager to this health professional. An appropriate health professional is someone of similar level of knowledge and practice – this may include the ACNM or senior RN.

#### Rationale:

To ensure that appropriate assistance is received at all neonatal emergencies.

Doc ID:	0192	Version:	03	Issue Date:	23 SEPT 2016	Review Date:	23 SEPT 2019
Documen	t Owner:	Charge Nurse Manager			Department:	NICU	
IF THIS DOCUMENT IS PRINTED, IT IS VALID ONLY FOR THE DAY OF PRINTING Page							Page 2 of 5



### Action:

In the event that the on call NICU NNP/CNS/Registrar is unable to attend a neonatal emergency immediately and there is no other suitably qualified health professional available to attend from within NICU, they must:

- Contact the operator and state that they are unable to attend. The operator will urgently page the on-call Paediatric Registrar to attend the emergency situation
- The on call NICU NNP/CNS/Registrar is then to make every effort to make themselves available and attend the emergency as soon as practical.
- The on call NICU NNP/CNS/Registrar requests the NICU nursing shift co-ordinator attend the emergency either in person or by phoning the shift co-ordinator's mobile phone on 23703

#### Rationale:

To ensure that the appropriate level of assistance attends the neonatal emergency.

### Action:

In the event that the on call NICU NNP/CNS/Registrar requests the NICU nursing shift coordinator to attend a neonatal emergency, the shift co-ordinator must attend or send a senior NICU staff nurse to attend the emergency.

Should there be no medical personnel responding to the neonatal emergency call then the NICU co-ordinator is responsible for deciding on the appropriate action to summons appropriate assistance in consultation with the medical team managing the emergency. This may include requesting the on-call consultant to attend the emergency or further consultation with the on-call NNP/CNS/Registrar.

# Rationale:

To ensure that appropriate medical assistance is available as soon as possible to assist with the management of a neonatal emergency.

#### Action:

All communication with telecommunications in relation to a neonatal emergency should be by dialling "99777"

### Rationale:

To ensure that communications are received and answered in a timely manner.

### Action:

In the event of the attending NICU NNP/CNS/Registrar requiring additional assistance, <u>that person will direct</u> Delivery Suite staff to put an urgent call to the NNP/CNS/Registrar's choice of either:

- the NICU L3 consultant cell via "99777" or
- the NICU L3 coordinator/ACNM via cell ext 23703

In the case of a call to the consultant, <u>clinical staff</u> should be available to talk to the consultant when he/she responds via phone.

# Rationale:

To ensure appropriate additional assistance is received.

To enable the consultant to have accurate details of the case for decision-making.

Doc ID:	0192	Version:	03	Issue Date:	23 SEPT 2016	Review Date:	23 SEPT 2019
Document Owner:		Charge Nurse Manager			Department:	NICU	
IF THIS D	OCUMEN	T IS PRINT	ED, IT IS V	OR THE DAY OF	PRINTING	Page 3 of 5	



## Action:

It is the responsibility of the on-call NICU NNP/CNS/Registrar to ensure that the pager has sufficient battery life to function correctly. When they receive the pager at the commencement of a shift they must ensure that the "Low cell" alarm is not displayed. In the event the pager displays "Low cell" the they must immediately change the pager batteries.

#### Rationale:

To ensure that the pagers are functioning correctly at all times.

### Action:

The on-call NICU NNP/CNS/Registrar must inform telecommunications immediately if they suspect the pager is malfunctioning. Telecommunications may send a test page to ensure the page is functioning correctly or issue a replacement pager.

#### Rationale:

To ensure that all neonatal emergency pages are received by the pager holder.

#### Action:

The on call NICU NNP/CNS/Registrar must inform telecommunications immediately if the pager is lost. Telecommunications may issue a replacement pager.

#### Rationale:

To ensure that all neonatal emergency pages are received by the pager holder.

#### Action:

The on call NICU NNP/CNS/Registrar is responsible for deleting previously received pages from the pager.

### Rationale:

To ensure the correct page is responded to in the event of a neonatal emergency.

#### Action:

Communications will send a test page weekly. The on call NICU NNP/CNS/Registrar the time of receiving a test page must, as soon as practical, reply by dialling "777" (or "5777" if calling from a Waikato DHB mobile phone) and inform the operator that they are responding to the test page.

# Rationale:

To ensure that the pagers are functioning correctly at all times.

#### Action:

Telecommunications staff will assume that appropriate assistance for the emergency has been received unless they are informed otherwise.

#### Rationale:

To ensure personnel involved in this notification process clearly understand their individual responsibilities.

### 3. Associated documents

Waikato DHB service specific Neonatal emergency procedure - Communications

	Doc ID:	0192	Version:	03	Issue Date:	23 SEPT 2016	Review Date:	23 SEPT 2019
Document Owner: Charge Nurse Manager			ger	Department:	NICU			
Γ	IF THIS D	OCUMEN	Γ IS PRINT	ED, IT IS V	OR THE DAY OF	PRINTING	Page 4 of 5	



