

MATERNITY DISCHARGE PROCESS

1.

Open the Mother's record. Ensure that the relevant documentation is complete within the Postnatal tab (Postnatal Assessment and Maternity Discharge Information) in Assessments/Fluid Balance. Sign once complete.

Result	Comments	Flag	Date
			13/Nov/18
			15:13 GMT
			15:12 GMT
			15:11 GMT
Maternity Discharge Information			
Patient Ready to be Discharged Today	Yes		
Contraception Advice Given	Yes		
Postnatal Smear Advised	Yes		
Significant Postnatal Events	none		
Anaesthesia During Postnatal Period	No Anal...		
Other Pain Relief Used Postnatal	Paracet...		
TTOs Required	No		
TTOs given	No		
Discharge Pack Given	Yes		
Additional Referral Details	none		
Additional Vaccination Required	No		
Additional Discharge Information	none		

2.

Click on Clinical Notes and then select the add icon . Select ***Type:** Maternal Discharge Summary from the type drop down and insert a subject. The Maternal Discharge Summary template will pull in information and create a Postnatal Discharge Summary. Freetext any information into the template as necessary before signing the document

Postnatal Discharge Summary

Consultant at Discharge: **Ghaly Hanna; Obstetrics**

Discharge Address if different:

Maternity Discharge Date	13/11/18
Blood Group	B+

Buttons: Sign, Save, Save & Close, Cancel

3.

Click on the Depart button located on the toolbar.
The document created in Clinical Notes (postnatal discharge summary) will now be embedded into the trusts discharge documentation.

Complete the Mandatory fields within this section (Key Discharge Details and Discharge Summary Final Checks) by clicking on the pencil to the right to open up these sections .
Sign these sections when complete using the green tick. A blue tick will then appear next to those sections that are complete.

Key Discharge Details

SMITH, HANNAH
NHS: MRN: 910146

Discharge Method

- Discharged with consent
- Discharge - mental tribunal
- Discharge - self/relative
- Patient Died

Discharge Destination

- Usual Place of Residence
- Ambulatory Emergency Care service
- Coronary Care Unit (level 2)
- Court
- Custodial services
- High Dependency Unit (level 2)
- Home
- Hospital in the home service
- Intensive Care Unit (level 3)
- Local Auth Foster Home
- Local Authority residential accommodatio
- Mortuary
- Neonatal Intensive Care Unit (level 3)
- NHS Care Home
- NHS Medium Secure
- NHS Other Provider-General
- NHS Other Provider-High Sec Psych Accom
- NHS Other Provider-Maternity
- NHS Other Provider-Medium Secure
- NHS Other Provider-Mental Health
- Non-NHS Hospital
- Non-NHS/LA Care Home
- Non-NHS/LA Hospice
- Not Applicable-Died or Stillbirth
- Penal Establishment/Police Station
- Police
- Repatriation from HSPH
- Residential care with 24 hr nursing
- Residential care without 24 hr nursing
- Short stay ward managed by ED
- Special Care Baby Unit (level 2)
- Temporary Home
- Transfer to Another Hospital
- Ward - physical ward bed outside ED

Discharging Staff Member: Davis, Jessica
Discharge Date/Time: 13/11/2018 1529 GMT

4.

The other sections which require completing are Maternity Postnatal PBR and Maternity Discharge Checklist. These are specific to Maternity. See example below of Maternity Discharge Checklist.
With a form, you must select which section you require from the left hand menu. Sign once complete.

Maternity Discharge Checklist - SMITH, HANNAH

SMITH, HANNAH
NHS: MRN: 910146

Discharge Checklist

Mother Mother
Newborn N/A

Maternity Discharge Checklist - SMITH, HANNAH

SMITH, HANNAH
NHS: MRN: 910146

Discharge Mother Checklist

	Yes	No	N/A	Comment
Outpatient appointment arranged?		X		
TTA Meds given to patient?			X	
FFT or Tell Us About Your Care given to Patient?	X			
Contact numbers given	X			
Anti D given			X	
Discharge Pack given	X			

5.

Once all of the relevant sections have been complete for example, more than the above may be required for those who are on medications or if someone has become medically ill since admission and therefore has been subsequently diagnosed with something this may require completion.

If you need to print any copies (Health Visitor/Patient) select print in the bottom right hand corner. Then click on the Finalise button. This will send an electronic copy to the patient's GP.
Note – if GP surgery is not within Milton Keynes, you will need to print a copy and send it manually. Discharge will then appear in Documentation.

SMITH, HANNAH
Allergies: Morphine
Age: 19 years
DOB: 01/feb/99
Sex: Female
MRN: 910146
Loc: R08-GH Ward-09; Bay 01; Bed 04
Inpatient (02/Nov/2018 14:24 -
 Discharge date->)
Clinical Staff:Hanna , Ghaly

DISCHARGE SUMMARY:

Milton Keynes University Hospital
Standing Way
Eaglestone
MK9 5LD
Telephone: 01908 660033
Date: 13/Nov/2018 15:37:40

Dr KERAWALLA , AYUB KASHMIR
FISHERMEAD BOULEVARD
FISHERMEAD
MILTON KEYNES
MK9 2LR

Dear Dr KERAWALLA , AYUB KASHMIR,

Patient Demographics	
Name: SMITH, HANNAH	NHS Number:
Date of Birth: 01/feb/99	Other Identifier (MRN): 910146
Gender: Female	Home Telephone:
Address: Buckingham Palace LONDON SW1A 1AA	

Admission Details	Discharge Details
Date: 02/Nov/2018 14:24:00	Date: 13/Nov/2018 15:29:00
Source: Usual Place of Residence	Destination: Usual Place of Residence
Consultant: Hanna , Ghaly	Discharged by: Davis , Jessica
Lead Consultant Speciality: Obstetrics	Outcome: Discharged with consent
Ward: R08-GH Ward-09	

Summary

Diagnosis:

Procedures:
None

Problems:
02/11/2018 - Asthma (Confirmed)

Please ensure any discharge meds are reviewed

Print Close

Please note that this process only covers the mother. The same steps need following for the newborn in the baby record.

Firstly, any documentation required in Assessments/Fluid Balance.

Secondly, Clinical Note – Newborn Discharge Summary

Finally, Depart completing the mandatory fields with addition of the Maternity Discharge checklist.

Postnatal PBR not relevant for newborn.