

CHANGING THE DISCHARGE DOCUMENTATION

1. When I have opened up the Depart Process to view where the Postnatal Discharge summary has pulled through, I have noticed there is an error (highlighted in red for this example).

Postnatal Discharge Summary

Consultant at Discharge: Premila Thampi; Obstetrics

Discharge Address if different:

Maternity Discharge Date:

Blood Group:

Rhesus Type:

Delivery Details

Baby 1

Delivery Date and Time	12 SEP 2018
Delivery Outcome	Stillbirth - Antepartum
Method of Delivery	Spontaneous Vertex
Primary Instrument used	
Secondary Instrument used	
Gender	Male
Weight	329 g

2. You firstly need to 'In Error' the Maternal Discharge Summary Clinical Note. To do this, click on Clinical Notes from the main left hand menu and select the document that needs removing.

NOTE: Only the Person who documented the note can 'In Error' it.

Maternal Discharge Summary

Result type: Maternal Discharge Summary
Result date: 12 September 2018 15:36 BST
Result status: Auth (Verified)
Performed by: Manager, Midwife on 12 September 2018 15:36 BST
Verified by: Manager, Midwife on 12 September 2018 15:36 BST
Visit info: 4242915, RD8-GH, Inpatient, 31/Aug/18 -

Postnatal Discharge Summary

Consultant at Discharge: Premila Thampi; Obstetrics

3. Click on the red 'X' icon. Then you will need to add a comment into the In Error Comment box before clicking OK.

In Error Comment - Required

Comments:

Information documented incorrectly.

OK Cancel

Document is now marked as 'In Error' and has been removed from the Discharge Summary within the Depart Process.

*** In Error Report ***

Result Comment by Manager, Midwife on 12 September 2018 15:48 BST
Information documented incorrectly.

4.

Now you must change the incorrect field(s) in Assessments/Fluid Balance. Either using unrecord to remove a value or Modify to change a value. This data needs to be validated again by signing with the green tick in the top left hand corner.

4 Delivery Outcome...	
4 Baby 1	
Baby Delivered:	12/Sep/201...
Presentation of Fetu...	Cephalic
Delivery Location Det...	Labour room
Delivery Outcome:	Stillbirth - A...
Gender:	Female
Birth Weight:	3,200
BW Appropriate for G...	Yes
Baby Birth Order:	1
Presentation of Fetu...	Vertex
Method of Delivery:	Spontaneous...

5.

Create the Maternal Discharge Summary again via Clinical Notes. Check that this has populated the correct information before signing.

The screenshot shows a dialog box titled 'Add Document: SHEA, Amber - 910029'. It includes fields for Type (Maternal Discharge Summary), Author (Manager, Midwife), Date (12/09/2018), and Subject. Below the text area is a table with the following data:

Sequential Instrument used	
Gender	Female
Weight	3200 g
Delivered By	
Place of Delivery	
Birth Order	1
Apgars at 1 Minute	
Apgars at 5 Minutes	

6.

The new Maternal Discharge Summary will now be populated within the Depart Process.

The screenshot shows the 'Depart Process' for patient SHEA, Amber. It includes patient details like Age (38 years), Sex (Female), and MNR (910029). A table of delivery details is shown below:

Delivery Date and Time	12-SEP-2018
Delivery Outcome	Stillbirth - Antepartum
Method of Delivery	Spontaneous Vertex
Primary Instrument used	
Sequential Instrument used	
Gender	Female
Weight	3200 g