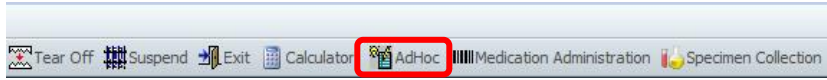
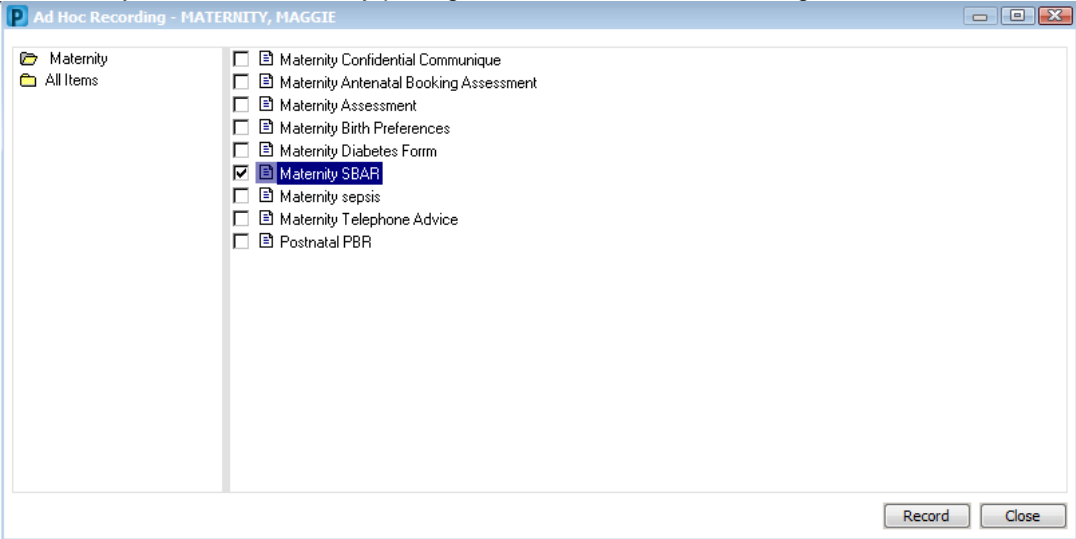
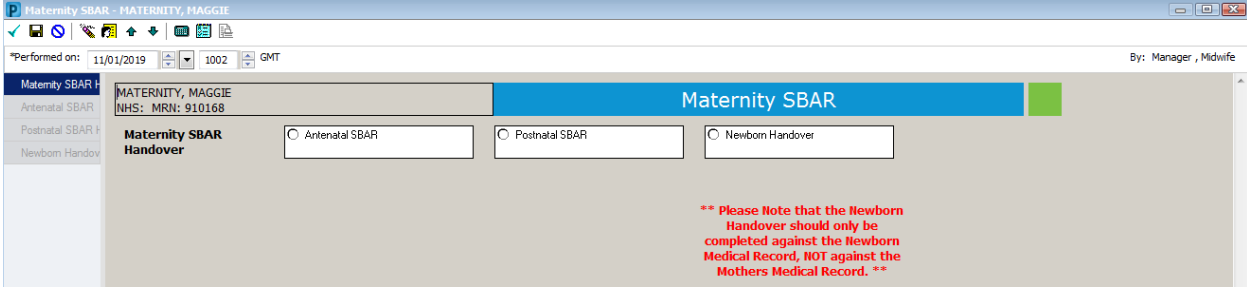


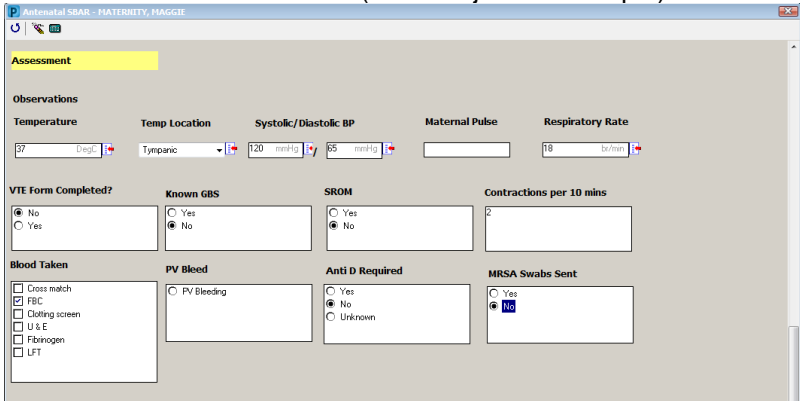
## LOCATING, COMPLETING AND MODIFYING THE MATERNITY SBAR

1. From within the Woman's record, click on the AdHoc button from the toolbar at the top of the screen.


2. Select the form you wish to record by putting a tick to the left and selecting Record. The form will open.


3. Select the type of SBAR and it will display.


4. Complete the details, click the return button (top left hand corner) and then sign. If you need to save before finishing, click on the floppy disk icon (top left). Some of the details may pull through from entries made in the record (below is just an example).



5. Once you sign the form it will return you to the screen you were previously on. If you navigate to Obstetrics View and refresh 13 minutes ago you will see the completed form within Documents.

Documents (3) + | All Visits: Last 248 days

Display: Facility defined view Change Filter... Last 50 Notes My Notes Only Group by Encounter

Time of Service	Subject	Note Type	Author	Last Updated	Last Updated By
▼ In Progress (0)					
▼ Completed (3)					
JAN 11, 2019 10:02	Maternity SBAR	Maternity Forms - Text	Manager , Midwife	JAN 11, 2019 10:02	Manager , Midwife
DEC 14, 2018 11:10	--	Maternal Booking Summary	Manager , Midwife	DEC 14, 2018 11:11	Manager , Midwife
DEC 14, 2018 10:48	Maternity Antenatal Booking Assessment	Maternity Forms - Text <a href="#">△</a>	Manager , Midwife	DEC 14, 2018 11:39	Manager , Midwife

6. To preview a document from this screen, single left click on the name of that document and it appears as a pop up to the right. To close it, left click back on the document name again. Double click on a document to see it in full screen if required.

Intrapartum x Postnatal x Partogram x + View Document

Documents (3) Modify

Time of Service	Subject	Note Type
▼ In Progress (0)		
▼ Completed (3)		
JAN 11, 2019 10:02	Maternity SBAR	Maternity Forms
DEC 14, 2018 11:10	--	Maternal Booking
DEC 14, 2018 10:48	Maternity Antenatal Booking Assessment	Maternity Forms

**Maternity SBAR**  
Maternity Forms - Text (Auth (Verified))  
Last Updated: JAN 11, 2019 10:02  
Author; Contributor(s): Manager , Midwife  
Last Updated By: Manager , Midwife

**Maternity SBAR Entered On: 11/Jan/2019 10:09 GMT**  
**Performed On: 11/Jan/2019 10:02 GMT by Manager . Midwife**

**Maternity SBAR Handover**  
Maternity SBAR : Antenatal SBAR  
Manager . Midwife : 11/Jan/2019 10:02 GMT

**Antenatal SBAR**  
Situation/Reason for Admission : Admitted to labour ward following telephone call in the early hours. Early signs of labour present.  
Temperature : 37 DegC  
Temperature Location : Tympanic  
Systolic Blood Pressure : 120 mmHg  
Diastolic Blood Pressure : 65 mmHg  
Respiratory Rate : 18 b/min  
VTE Form Completed? : No  
Known GBS : No  
SROM : No  
Contractions (per 10 mins) : 2  
Blood Taken : FBC  
Anti D Required : No  
MRSA Swabs Sent : No  
Length of Cervix : 2.4  
Cervical Consistency : Medium  
Presenting Part Station (cm) : -2  
Cervical Dilatation : 3 cm  
Position of Presenting Part on VE : Left Occipito Anterior  
Recommendation/Plan of Care : To be monitored on the ward.  
Manager . Midwife : 11/Jan/2019 10:02 GMT

**Birth Preferences (0)**  
No birth plans have been documented for this patient. Add a Birth Plan.

**Results Timeline**  
Onset Date: MAY 09, 2018 Estimated Due Date: FEB 13, 2019

Gestational Age (Week of)	Trimester 3					
	25w	26w	27w	28w	29w	30w
31/10/18	07/11/18	14/11/18	21/11/18	28/11/18	05/12/18	
Visits						
Labs and Microbiology						
Ultrasounds						
Monitoring Episodes						

7. To Modify the form, click on Form Browser from the main left hand menu and the recently completed form should display. If it is not there, check the date criteria is correct on the grey bar.

**Form Browser**

14 December 2018 GMT - 11 January 2019 GMT (Admission - Current)

Sort by: Date

**All Forms**

- Friday 11 January 2019 GMT
  - 10:02 GMT Maternity SBAR (Auth (Verified)) - Manager , Midwife
- Friday 14 December 2018 GMT
  - 10:48 GMT Maternity Antenatal Booking Assessment (Modified) - Manager , Midwife

If you need to change the search criteria (date range), right click on the grey bar and select Search Criteria.

02 November 2018 GMT - 06 November 2018 GMT (Admission - Current) Search Criteria

Select Date Range, change to required dates and click OK. Form should now display.

**Form Browser**

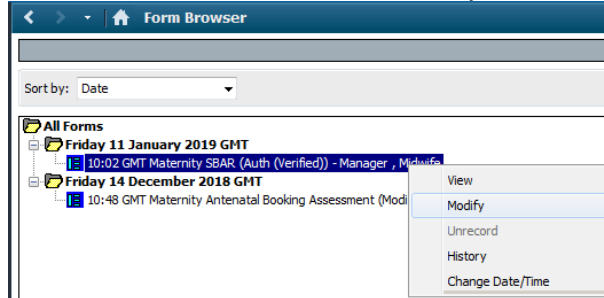
View Range  
 Date Range  
 Admission - Current

Date Range  
 From Date: 02/10/2018 0000 BST  
 To Date: 06/11/2018 2359 GMT

OK Cancel

8.

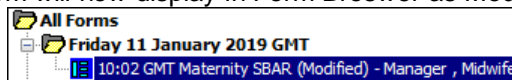
Right click on the relevant form and select modify from the drop down.



9.

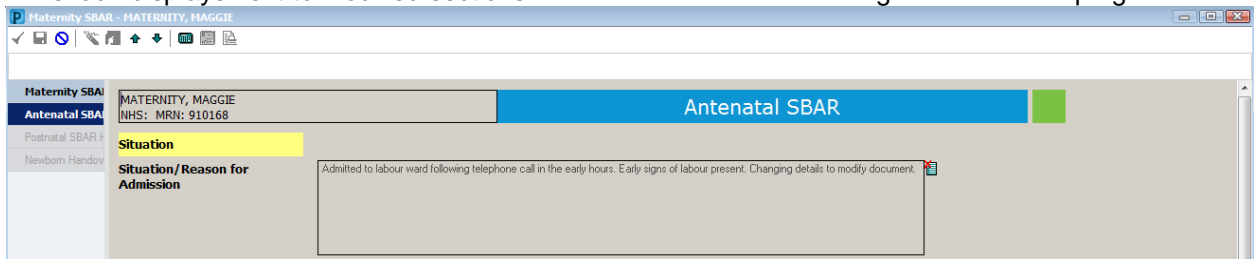
Change the details that required modifying and then sign again using the green tick in the top left hand corner.

Form will now display in Form Browser as Modified.



10.

To view the form and any changes, double click on it and it will display. The icon displays next to modified sections. You can close this view using the 'X' in the top right corner.



11.

If you navigate back to the Obstetrics View the document will now display within Documents with a blue triangle (this symbolises a modified document).

Documents (3) All Visits: Last 248 days

Display: Facility defined view Change Filter... Last 50 Notes My Notes Only Group by Encounter

Time of Service	Subject	Note Type	Author	Last Updated	Last Updated By
In Progress (0)					
Completed (3)					
JAN 11, 2019 10:02	Maternity SBAR	Maternity Forms - Text	Manager, Midwife	JAN 11, 2019 10:14	Manager, Midwife
DEC 14, 2018 11:10	--	Maternal Booking Summary	Manager, Midwife	DEC 14, 2018 11:11	Manager, Midwife
DEC 14, 2018 10:48	Maternity Antenatal Booking Assessment	Maternity Forms - Text	Manager, Midwife	DEC 14, 2018 11:39	Manager, Midwife

When you single click on the document again to preview, it will now display with the modifications. Example taken below from a preview of a modified document.

**Maternity SBAR Handover**  
*Maternity SBAR* : Antenatal SBAR Manager, Midwife - 11/Jan/2019 10:02 GMT

**Antenatal SBAR**  
*Situation/Reason for Admission* : Admitted to labour ward following telephone call in the early hours. Early signs of labour present. Changing details to modify document. Manager, Midwife - 11/Jan/2019 10:14 GMT

~~{ [Admitted to labour ward following telephone call in the early hours. Early signs of labour present] -- previously charted by Manager, Midwife at 11/Jan/2019 10:02 GMT.}~~

*Temperature* : 37 DegC  
*Temperature Location* : Tympanic  
*Systolic Blood Pressure* : 120 mmHg  
*Diastolic Blood Pressure* : 65 mmHg Manager, Midwife - 11/Jan/2019 10:02 GMT

*Respiratory Rate* : 16 br/min Manager, Midwife - 11/Jan/2019 10:14 GMT

~~{ [18 br/min] -- previously charted by Manager, Midwife at 11/Jan/2019 10:02 GMT.}~~