

TITLE: SUSPENSION OF ACUTE MATERNITY SERVICES SOP

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Approved by (committee/group):	Maternity and Gynaecology Clinical Governance	Date Approved:	27-Jan-2020
Scope: (delete as applicable)	Specialty/ Department (for the minority) <ul style="list-style-type: none">Maternity		
Evidence Base/ References:	<ul style="list-style-type: none">Agreed on general consensus and good practice in-line with overarching policy		
Lead Division:	Women and Children’s		
Lead Specialty:	Maternity		
Lead Author:	Paula Shore (Interim Matron for Maternity Governance)		
Sponsor:	Penny Cole (Acting Divisional Head of Nursing and Midwifery)		
Name the documents here or record not applicable			
Associated Clinical Policy	<ul style="list-style-type: none">Maternity escalation and suspension of acute maternity services policy		
Associated Clinical Guideline(s)	Not Applicable		
Associated Clinical Procedure(s)	Not Applicable		
Associated Clinical Pathway(s)	Not Applicable		
Other associated documents e.g. documentation/ forms	Not Applicable		
Consultation Undertaken:	Senior Midwives, Obstetricians, DNM and OnCall teams Maternity and Gynaecology Clinical Governance		
Template control:	v1.4 November 2019		

The SOP has been designed to support the Maternity Unit in the Temporary Suspension of the Maternity Service. It provides the management options of suspension during both working and out of hours and when local units are able to take and or not.

Maternity Services Suspension SOP

BLACK

Insufficient staff & beds to meet unit requirements; no improvement in foreseeable future; patient safety compromised

IF LOCAL UNITS ARE ABLE TO TAKE ADMISSIONS

Mon – Fri 9am – 5pm	Out of Hours
<p><input type="checkbox"/> Inform Senior Midwife</p> <p>Senior Midwife to support and inform Silver on Call and Duty Nurse Manager</p> <p><input type="checkbox"/> Senior Triage:</p> <p>Triage phone calls and diversions to appropriate accepting units.</p> <p>If women attend unannounced then review on a case by case basis with staggered times using the triage model for assessment</p> <p>Document on the log below full details of all women diverted</p> <p><input type="checkbox"/> Obstetric Consultant</p> <p>Attended and inform ED Consultant of declared closure and potential increased attendance through ED</p> <p>Support Senior triage</p> <p>Obstetric review of all inpatients to facilitate discharge of those not needing to remain an inpatient</p>	<p><input type="checkbox"/> Co-ordinating Midwife:</p> <p>Inform DNM of situation and maintain open communication as such, redeployment of RN or HCA's from other areas to support the Maternity Ward and allow the release of a Midwife</p> <p><input type="checkbox"/> Senior Triage:</p> <p>Triage phone calls and diversions to appropriate accepting units.</p> <p>If women attend unannounced then review on a case by case basis with staggered times using the triage model for assessment</p> <p>Document on the log below full details of all women diverted</p> <p><input type="checkbox"/> Obstetric Consultant</p> <p>Attended and inform ED Consultant of declared closure and potential increased attendance through ED</p> <p>Support Senior triage</p> <p>Obstetric review of all inpatients to facilitate discharge of those not needing to remain an inpatient</p>

Maternity Services Declared Suspension SOP

BLACK

Insufficient staff & beds to meet unit requirements; no improvement in foreseeable future; patient safety compromised

IF NO LOCAL UNITS ARE ABLE TO TAKE ADMISSIONS

Mon – Fri 9am – 5pm	Out of Hours
<p><input type="checkbox"/> Inform Senior Midwife</p> <p>Senior Midwife to support and inform Silver on Call and Duty Nurse Manager</p> <p><input type="checkbox"/> Senior Triage:</p> <p>Admit on a case by case basis with staggered times using the triage model for assessment</p> <p>Consider if woman can be seen in Pregnancy Day Care, Community Midwife or GP referrals made</p> <p><input type="checkbox"/> Obstetric Consultant</p> <p>Attended and inform ED Consultant of declared closure and potential increased attendance through ED</p> <p>Support Senior triage</p> <p>Obstetric review of all inpatients to facilitate discharge of those not needing to remain an inpatient</p>	<p><input type="checkbox"/> Co-ordinating Midwife:</p> <p>DNM of situation and maintain open communication as such, redeployment of RN or HCA's from other areas to support the Maternity Ward and allow the release of a Midwife</p> <p><input type="checkbox"/> Senior Triage:</p> <p>Admit on a case by case basis with staggered times using the triage model for assessment</p> <p><input type="checkbox"/> Obstetric Consultant</p> <p>Attended and inform ED Consultant of declared closure and potential increased attendance through ED</p> <p>Support Senior triage</p> <p>Obstetric review of all inpatients to facilitate discharge of those not needing to remain an inpatient</p>

SUSPENSION OF ACUTE MATERNITY SERVICES
Trust Availability

Name	Hospital	Availability to take
Chesterfield	01246 277271 / 01246 200626	
Nottingham City	01159 691169 ext 56710	
Queens Medical Centre	01159 249924 ext 61032	
Derby	01332 785140 / 785141	
Sheffield (Jessops)	01142 268103	
Bassetlaw	01909 500990	
Lincoln County	01522 512512 ext 6119	
Boston Pilgrim (Level 3 SCBU neonatal unit- unable to <30/40)	01205 364801	
Peterborough	01722 874000	

SUSPENSION OF ACUTE MATERNITY SERVICES SOP

MONDAY TO FRIDAY

9AM TO 5PM

Action	Date/Time informed of suspension	Date/Time informed of reopening
Senior Midwife, Consultant Obstetrician On Call: decision to temporary suspension of services		
Head of Midwifery: advise the Chief Nurse, Chief Executive and Trust Board that suspension is required to maintain patient safety		
Head of Midwifery: confirm closure with Gold On Call		
Coordinating Midwife: inform below of suspension <ul style="list-style-type: none"> • Neonatal Unit • Paediatric Team • EMAS (0115 967 5099) 		
Suspension report to be completed within five working days and attached to supporting Datix by Senior Midwife		

SUSPENSION OF ACUTE MATERNITY SERVICES SOP		
OUT OF HOURS		
Action	Date/time informed of suspension	Date/time informed of reopening
Coordinating Midwife and Consultant Obstetrician On Call: Decision to temporary suspension of services and to inform DNM and Silver on Call (Silver to liaise with Gold)		
Coordinating Midwife: inform below of suspension <ul style="list-style-type: none"> • Neonatal Unit • Paediatric Team • EMAS (0115 967 5099) 		
Co-ordinating Midwife: Email the Head of Midwifery to inform of suspension		
Suspension report to be completed within five working days and attached to supporting Datix by the Senior Midwife		

SUSPENSION OF ACUTE MATERNITY SERVICES: DIVERSION LOG

Name & D number	Time of referral	Details of referral	Unit referred to	Outcome

SUSPENSION OF ACUTE MATERNITY SERVICES: DIVERSION LOG

Name & D number	Time of referral	Details of referral	Unit referred to	Outcome