

 <p>B.S. Aquino Drive, Bacolod City, Negros Occidental, 6100</p> <p>DR. PABLO O. TORRE MEMORIAL HOSPITAL</p>	Document Code:	DPOTMH-I-29-P03-WI01
	Effective Date:	09-15-2021
	Document Type:	Work Instruction
	Page Number:	1 of 3
	Department/Section:	Neonatal ICU
	Document Title:	ADMISSION AND DISCHARGE OF PATIENT TO NEONATAL INTENSIVE CARE UNIT





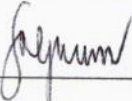
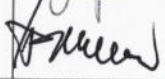
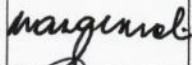

KEY TASKS	PERSON RESPONSIBLE
1. Prepares the needed materials and equipment for admission.	Staff Nurse
2. Receives endorsement of patient from Delivery Room or Surgical Complex.	Staff Nurse
3. Calls the station where the mother is admitted or the delivery room to ask for the father or the folks of the patient to come over to NICU for doctors' appraisal of the patient's situation and the essential intervention.	Staff Nurse
4. Secures informed consent on the procedures to be performed or refusal thereof by signing in waiver as deemed necessary.	Staff Nurse
5. Assists the Attending or Resident Physicians with procedures to be performed	Staff Nurse
6. Positions patient comfortably under radiant warmer.	Staff Nurse
7. Ensures proper ways of identification for the baby (e.g. name tag in the bassinet, identification tags)	Staff Nurse
8. Performs initial interview with the father or the folks about the patient's condition and concerns.	Staff Nurse
9. Orients the relatives as to the physical set-up of the unit, call system, facilities, equipment, medicines, feeding pattern and other support services.	Staff Nurse

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10. Makes an initial assessment of all observations and information gathered from patient's vital signs.	Staff Nurse
11. Carries out doctor's orders.	Staff Nurse
12. Monitors vital signs every 30 minutes or hourly and records at the Flow Sheet.	Staff Nurse
13. Makes a Fall Assessment Tool (Humpty Dumpty Scale) upon admission.	Staff Nurse
14. Completes all charges of the materials and equipment used upon patient's admission.	Staff Nurse

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