PROCEDURE FOR TRANSFERRING NEONATES TO THE PIETERMARITZBURG METROPOLITAN HOSPITALS COMPLEX

The movement of sick newborn babies is frequently hazardous and has the potential to compromise the wellbeing of the baby.

1) There are therefore a number of different ways to support healthcare workers and newborn babies in district hospitals:
   - A telephonic consultation
   - During a monthly consultant visit to the district hospital
   - Transfer to a referral centre for an out patient consultation or admission

Grey’s Hospital functions as a single entry point for all children in the Western half of KwaZulu-Natal into the paediatric and child health services in Pietermaritzburg. If you need to refer a newborn baby for admission to this service please proceed as follows.

2) To access support from the Pietermaritzburg Metropolitan Hospitals Complex the referring MO needs to:
   - Phone the appropriate person listed below to discuss the patient:
     - Ask for… NICU registrar 033-8973783
     - If no response… Dr Graham Ducasse 083-325-7569
     - After hours & weekends Ask for… Nursery MO on-call 033-8973783 / 3363
   - Provide details of the patient and an easily contactable telephone number (preferably a cell number and NOT a switchboard number) for the Grey’s doctor to contact you
   - The Grey’s Hospital doctor will either provide telephonic advice or will identify a bed in Pietermaritzburg and notify the referring MO of the relevant details
   - The referring MO then needs to arrange transport with Emergency Medical Rescue Service

3) In all instances it is essential that:
   - Telephonic discussions occur to access support and to prevent or arrange for the transfer of the baby
   - The mother/caregiver must ALWAYS accompany the baby (if this absolutely not possible, it is the responsibility of the referring MO to arrange for tracing and transporting a caregiver)
   - Detailed documentation must accompany the baby with full antenatal, intrapartum and postnatal records of both the mother and the baby, either in a letter or as copies of the original records

For all paediatric and neonatal transfers, use the “Monitoring Sheet for Neonatal Transfers” (Form Paed/31) to monitor the condition of the child and track transfer plans

Any problems with the above process need to be reported to Dr N McKerrow, Chief Specialist and Head of Department at 033-8973264.