

## Baby Newborn Suite Supplemental Perinatal Data Registry Data Collection Guidelines for Home Births – February 1, 2017

**Update!** The following guidelines are applicable for home births attended by Registered Midwives or Physicians effective April 1, 2016

### BABY NEWBORN SUITE

#### Hospital Institution ID

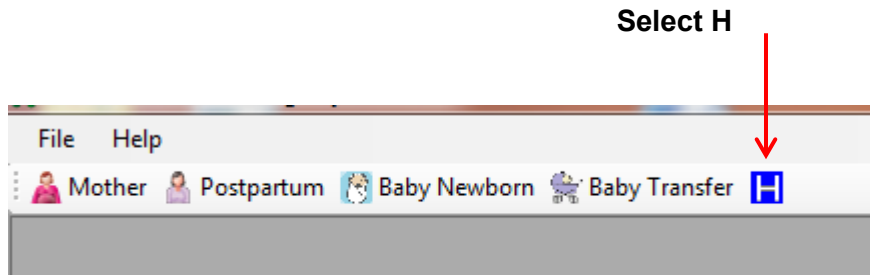
The **Hospital Institution ID is the Primary Hospital Site** where the midwife picks up her hospital equipment bundles:

- Prior to starting home birth data collection, enter the primary hospital site number.
  - The Primary Hospital Site is the hospital where the midwife picks up her hospital equipment bundles. This information may be found on the cover sheet (**refer to Appendix A**) that accompanies a home birth chart, or your hospital or health authority may maintain a list of midwives and their primary site.
- If collecting for multiple hospital sites, the Hospital Institution ID needs to be changed to reflect the primary hospital site for the midwife.
- After home birth data collection is complete, change your Hospital Institution ID back to your hospital number if collecting for your site.

**If the Primary Hospital Site is unknown, notify your Manager for follow-up. Do not assume a Primary Hospital Site.**

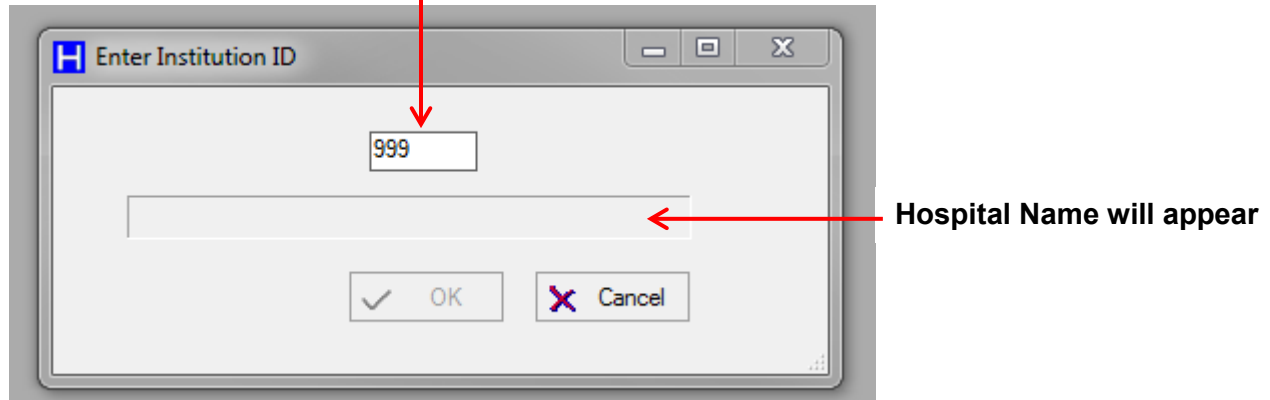
#### Steps to Change the Hospital Institution ID

- Select “H” to change the Hospital Institution ID to your Primary Hospital Site.



- Enter the three-digit institution number. The hospital name will appear below the institution.

### Enter Primary Hospital Site



## Baby Newborn Screen

The BCPDR Reference Manual Version 6.01, Revised April 2014

([http://www.perinataleservicesbc.ca/Documents/Data-Surveillance/PDR/Resources-Coders/PDR\\_ReferenceManual\\_2014.pdf](http://www.perinataleservicesbc.ca/Documents/Data-Surveillance/PDR/Resources-Coders/PDR_ReferenceManual_2014.pdf)) provides guidance on how to complete this screen, but please note the following home birth-specific exceptions.

ADT Import is not available for home birth cases. Manually complete the Baby Newborn Screen.

### Chart Number

Enter the chart number that is assigned to that particular midwifery record.

### Inpatient Number

Leave blank.

### Admission Date

The admission date is the Birth Date.

### Admission Time

Enter the birth time of the newborn.

### **Discharge Date**

The discharge date is the Birth Date **OR** the date the placenta is delivered.

NB: If the placenta delivers after the birth date, abstract the placenta delivery date.

### **Discharge Time**

Enter 2359 hours. It **must** be 2359 hours.

## **Newborn Record Screen**

The BCPDR Reference Manual Version 6.01, Revised April 2014

([http://www.perinataleservicesbc.ca/Documents/Data-Surveillance/PDR/Resources-Coders/PDR\\_ReferenceManual\\_2014.pdf](http://www.perinataleservicesbc.ca/Documents/Data-Surveillance/PDR/Resources-Coders/PDR_ReferenceManual_2014.pdf)) provides guidance on how to complete this screen, but please note the following home birth-specific exceptions.

### **Cord Arterial Gases – pH**

Leave Blank

### **Cord Arterial Gases – Base E/D**

Leave Blank

### **Newborn Feeding**

Abstract “**Unknown**” if there is **NO documentation** on newborn feeding.

### **Breast Feeding Initiation**

Abstract “**Unknown**” if there is **NO documentation** on breast feeding initiation.

## **Baby Chart Screen**

The BCPDR Reference Manual Version 6.01, Revised April 2014

([http://www.perinataleservicesbc.ca/Documents/Data-Surveillance/PDR/Resources-Coders/PDR\\_ReferenceManual\\_2014.pdf](http://www.perinataleservicesbc.ca/Documents/Data-Surveillance/PDR/Resources-Coders/PDR_ReferenceManual_2014.pdf)) provides guidance on how to complete this screen, but please note the following home birth-specific exceptions.

### **Discharge Weight (grams)**

Leave Blank

## Discharge To

Abstract **“Home”** if the newborn was a normal home birth and is **NOT admitted** to a hospital after the home birth.

Abstract **“Other Hospital”** if newborn is transferred to a hospital after the home birth.

## CIHI Data Screen

The BCPDR Reference Manual Version 6.01, Revised April 2014 ([http://www.perinataleservicesbc.ca/Documents/Data-Surveillance/PDR/Resources-Coders/PDR\\_ReferenceManual\\_2014.pdf](http://www.perinataleservicesbc.ca/Documents/Data-Surveillance/PDR/Resources-Coders/PDR_ReferenceManual_2014.pdf)) provides guidance on how to complete this screen, but please note the following home birth-specific exceptions.

CIHI Import is not available for home birth cases. Manually complete the CIHI Data Screen.

### Main Patient Service

Enter “54” for Main Patient Service.

### Institution From

Enter **“976”** to indicate that this is a home birth. 976 **must** be abstracted for all home births.

**NB: DO NOT enter your hospital’s institution number**

**Enter “976” to indicate that this is a Home Birth**

The screenshot shows the 'Baby Newborn - CIHI' data entry interface. A red arrow points to the 'Institution From' field, which is set to '976'. The interface includes several sections:

- Navigation:** Check (green checkmark), Cancel (red X), and Help (green question mark) buttons.
- Admission:** Weight (empty field), Main Patient Service (54), Institution Number (104), From (976), To (empty field).
- Demographics Codes:** Prov, Postal, Residence (all empty fields).
- Coder #:** (empty field).
- Death Codes:** In OR Suite (checkbox), Death (checkbox).
- Doctors:** Service, Type (both empty fields).
- Diagnoses:** Prefix, Code, Seq, Type (all empty fields).
- Procedures:** Code, Stat, Loc, Ext, Date, Dr. Serv, Anaes. Agent, Seq (all empty fields).
- NICU Days:** Level II, Level III (both empty fields).

At the bottom of each section, there are navigation controls (left and right arrows) and a status indicator (0/0) with a plus sign and a red X button.

### **Institution To**

If the newborn is being transferred to a hospital for postnatal care, enter the applicable institution number.

Leave Blank if:

- Newborn is not transferred to a facility for postnatal care, or
- The hospital to which the newborn is transferred is not documented

### **Coder #**

Enter your own unique coder identifier

### **Doctors - Service**

Enter for all clinicians who provided care at any time during the home birth.

Enter:

- "11004" for Midwife
- "00001" for Family/General Practice
- "11003" for Nurse Practitioner

### **Doctors – Type**

Enter:

- Type M for the clinical provider who attended the birth.
- Type 3 for all other clinical providers who provided care at any time during the home birth.

## Appendix A: Example of a Client Cover Sheet

### CLIENT COVER SHEET FOR RECORD SUBMISSION

Please create a cover sheet (example below) for each client and submit together with a copy of the client's perinatal forms to your primary hospital site.

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## HOME BIRTH RECORDS SUBMISSION Client Cover Sheet

*(Check records included in package)*

\_\_\_ Antenatal Record (Parts 1 & 2)

\_\_\_ Newborn Record (Parts 1 & 2)

\_\_\_ Labour and Birth Summary

\_\_\_ Labour Partogram

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**Today's Date:**

**Midwife's Name:**

**Midwife's Primary Hospital Site:**

**Client Name:**