

# Home Birth Supplies Program (HBSP)

## Leaving Checklist

The checklist below details the steps to be taken by HBSP HA Lead or HBSP Site Lead and care providers when a care provider leaves a Health Authority or Primary Hospital Site. \_\_\_\_\_

*(Check when complete)*

### **1.0 Product Distribution Centre (PDC)**

- If reusable items were ordered from the PDC, these have been returned to the Primary Hospital Site (eg. Doppler, stethoscope, etc). (See Appendix I for detailed list)
- PDC account for care provider cancelled by manager ([please use this form](#)).

### **2.0 Hospital Instrument Sets**

- Hospital Instrument Sets have been returned to Primary Hospital Site for reprocessing and re-distribution. (See Appendix II for detailed list) OR NO Instrument Sets Provided to Care Provider and Waiver is on file with the HBSP HA or Site Lead.

### **3.0 Oxygen Tanks**

- Oxygen tanks have been returned to Primary Hospital Site for refilling and re-distribution.

### **4.0 Submission of Records for Home Births**

- All required forms for all home births have been submitted to the location designated by the Primary Hospital Site or Health Authority

Signature of Care Provider:  _____  Name (print):  _____  Date signed (dd/mm/yyyy):  _____	Signature of Witness (HBSP HA Lead or HBSP Site Lead):  _____  Name of Witness (print):  _____  Date Witnessed (dd/mm/yyyy):  _____
--	---

Original – HBSP HA or Site Lead  
Copy – Care Provide

## Appendix I: Reusable Equipment List

PDC Code	Description	Previous Order Date (dd/mm/yyyy)	Returned Check (✓)	Notes
6515871476	CHARGER/ADAPTER AC/DC DEVILBISS EA		<input type="checkbox"/>	
6680990091	CHARGER/ADAPTER AC/DC LAERDAL COMP SUCT		<input type="checkbox"/>	
6515871477	CORD POWER AC 7314P-613 DEVILBISS CHARGE		<input type="checkbox"/>	
6515110157	DOPPLER FETAL AUDIO 2MHZ WP PROBE HUNTLG		<input type="checkbox"/>	
6515508675	HEADLAMP RECHARGEABLE 950 LUM LED FENIX		<input type="checkbox"/>	
6515110158	OXIMETER PULSE DIGITAL EDAN EA		<input type="checkbox"/>	
6515508597	OXIMETRY NEONATAL WRAP SENSOR REUSE EA		<input type="checkbox"/>	
6515508639	PAD HEATING DIGITAL 12" X 24" BIOS EACH		<input type="checkbox"/>	
6515508602	REGULATOR OXY CP FOR SIZE "D" O2 TANK EA		<input type="checkbox"/>	
6515160100	SPHYGMOMANOMETER ANEROID KIT ADLT AMG		<input type="checkbox"/>	
6515160205	SPHYGMOMANOMETER ANEROID KIT ADLT LG MDL		<input type="checkbox"/>	
6515160118	STETHOSCOPE DUAL HEAD LITTMANN BLK EA		<input type="checkbox"/>	
6515508398	STETHOSCOPE FETAL 22" ALMEDIC EA		<input type="checkbox"/>	
6515110153	STETHOSCOPE INFANT LITTMAN CLASSIC EA		<input type="checkbox"/>	
6515871157	SUCTION UNIT W/800ML CANIST DEVILBIS KIT		<input type="checkbox"/>	
6685190011	THERMOMETER ELECTRONIC FILAC 3000 1/BX!		<input type="checkbox"/>	

## Appendix II: Hospital Instrument Set List

### Bundles Issued to Care Provider:

2 Birth Bundles, 2 Suture Bundles, 1 UVC Bundle and 1 Episiotomy Scissors  
(note: some sites include Episiotomy scissors in Birth Bundles)

Or

**Care Provider declined issue of Hospital Instrument Sets and HBSP Hospital Instrument Set Waiver is on file with the HBSP HA or Site Lead**