ADMISSION OF A PATIENT TO THE EMERGENCY SHORT STAY UNIT

AIM

To provide best practice requirements for the Short Stay Unit within the KEMH Emergency Centre, for women who require interim management to relieve symptoms and to stabilise and treat presenting problems prior to discharge.

CRITERIA FOR ADMISSION

1. The patient must have one of the following:
   - Medical condition that warrants short term stay for stabilisation of their symptoms. For example: rehydration management for Hyperemesis, Medical management of ectopic pregnancy requiring administration of methotrexate etc.
   - Drowsiness following a procedure in the Emergency Centre
   - Intoxication or affected by substances requiring observation as there is concern for their well being.

2. There must be a reasonable expectation that the patient will be discharged from the KEMH Short Stay Unit within 61 hours.

KEY POINTS

1. A discharge letter must be completed and given to the patient on discharge.

2. Patients likely to be admitted or awaiting a bed on the ward do not satisfy the criteria for admission to the Short Stay Unit.

3. Consultants attending the daily board round must be notified of all admissions to the Short Stay Unit.

PROCEDURE

As soon as the decision to admit to the Emergency Centre Short Stay Unit has been made, administrative processes should occur to support the transfer of patient information from EDIS to TOPAS, whilst acknowledging that the patient’s location remains within the Emergency Centre. The attached flowchart outlines the required steps for ensuring this occurs in a timely manner.
PROCESS FOR ADMISSION OF A PATIENT TO THE EMERGENCY CENTRE SHORT STAY UNIT

1. Patient Discharged from EDIS by Midwife

2. PIMMS Clerk in EC admits patient on TOPAS into bed 5 or 6 (short stay unit beds)

3. Patient discharged home by Medical Staff and Discharge Summary Completed

4. On discharge patient is discharged from TOPAS by PIMMS Clerk in EC
# REFERENCES (STANDARDS)

| National Standards – 12 Provision of Care | Legislation - Nil |
| Related Policies - | Other related documents – Nil |

## RESPONSIBILITY

| Policy Sponsor | HoD Emergency Centre |
| Initial Endorsement | February 2012 |
| Last Reviewed | January 2015 |
| Last Amended | |
| Review date | January 2018 |

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