

CIRCULAR

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**NOTIFICATION OF SPECIALIST OR VISITING MEDICAL OFFICER REGARDING PATIENTS
ADMITTED THROUGH THE EMERGENCY DEPARTMENT**

Following the recommendation of the State Coroner, these guidelines should be incorporated into written hospital policy in relation to the notification of admitting Visiting Medical Officers or Staff Specialists regarding patients admitted through the emergency department:-

- Mechanisms should be in place for the appropriate Visiting Medical Officer or Staff Specialist to be notified of each hospital admission through the emergency department. The notification should be made by the rostered medical officer attending to the patient in the emergency department, prior to the end of his or her shift. In hospitals with specialty registrars, this notification can be made to the appropriate registrar.
- All relevant medical practitioners should be educated regarding the need for compliance with the above guideline.
- In cases where the primary carer is not the parent or guardian, all attempts should be made to notify the parent/guardian of the admission in addition to the primary carer.

Michael Reid
Director-General

Distributed in accordance with circular list(s):

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