

GUIDELINES FOR THE TRANSFER OF POSTNATAL MOTHER TO JOIN SICK BABY IN OTHER HOSPITAL

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Key Amendments

Date	Amendments	Approved by
4 th June 2024	Document extended for another 12 months whilst under review	Maternity Governance
24 th October 2025	Document reviewed and approved for 12 months	Maternity Governance Meeting

INTRODUCTION

The purpose of the guideline is:

- To ensure that the mother joins her baby as soon as possible.
- To ensure that the mother is transferred safely to her destination.
- To ensure that continuity of midwifery care is provided.
- To ensure that all information is provided prior to transfer.

GUIDELINE

- The midwife/doctor will assess the mother regarding her suitability to travel.
- If the mother's condition warrants her unable to travel, a member of the medical staff will discuss this with her and the outcome will be recorded in the mother's hospital notes. This should be reviewed on an ongoing basis.
- The midwife will ensure that suitable facilities are available for the mother to stay at the receiving hospital.
- All postnatal information and advice will be discussed prior to the mother leaving hospital and documented in the mother's postnatal notes. (Refer to checklist on the back of postnatal record.)
- Ensure any TTOs are given to the woman with instructions on their administration.
- The latest haemoglobin result and date must be recorded in the postnatal notes
- Anti D is preferably given within 24 hours if required. NB: If results not available prior to discharge, it is the midwives' responsibility to ensure that the result is faxed to the receiving carer for action.
- The midwife will ensure that ongoing midwifery care has been arranged for the mother.
- It is the midwife's responsibility to ensure that all transfer information and documentation is communicated to the receiving carer. The relevant sections of the hospital notes should be photocopied by the midwife and sent with the woman to the receiving hospital.

- The mother will be given her postnatal notes, contact numbers and relevant advice leaflets to take with her.
- Suitable transport should be organised depending on woman's condition.
- The community midwifery team and GP must be informed of the woman's discharge from hospital to another unit via appropriate means i.e. fax, phone, memo.
- If mother's condition requires a postnatal follow up with the consultant, a request should be initiated prior to transfer for a follow up appointment to be forwarded by the consultant's secretary.