It is the responsibility of every individual to ensure this is the latest version as published on the Trust Intranet

Worcestershire Acute Hospitals NHS Trust

NEWBORN HEARING SCREEN FOR BABIES MOVING INTO ENGLAND

This guidance does not override the individual responsibility of health professionals to make appropriate decision according to the circumstances of the individual patient in consultation with the patient and /or carer. Health care professionals must be prepared to justify any deviation from this guidance.

Introduction

Offer of newborn hearing screening for movers into England – management of records on the newborn national IT systems. All babies under 3 months of age, born or resident in England should be offered newborn hearing screening. A screen should be offered even if baby has already had a screen in their country of birth.

This guideline is for use by the following staff group:

- Newborn Hearing Screeners
- Local Manager Newborn Hearing Screen
- Audiology Admin

Lead Clinician(s) Kim Doughty	Local Manager Newborn Hearing Screen. Audiology
Approved by Audiology Governance on:	21st July 2026
Approved by Medicines Safety Committee on: *Where medicines are included in document.*	N/A
Review Date: This is the most current document and should be used until a revised version is in place	21st July 2029

Key amendments to this guideline

Date	Amendment	Approved by:
8.6.2026	To email maternity if a baby is added to S4H	Audiology Governance

Objective

To help enable that every baby who moves into England is offered a Newborn Hearing Screen.

Details of Guidance

The Child Health Information service notifies the newborn hearing screen team once a week of children, that at the time of the report have not had a newborn hearing screen.
Cross check this list each week with Smart4Hearing to make sure that if the baby has not been screened, they are on S4H and have an appointment pending or are not ready for screening yet, for example if they are a NICU baby or are residing in a different hospital.

If a baby is under 3 months (12 weeks) and not on S4H their details need to be added. Not all details will be on the Child Health list so check up to date details on the hospital Spine Portal.

Contact parents/guardian to arrange a Newborn Hearing screen. This needs to be arranged promptly as the baby can only be screened under 3 months of age.

If family declines the screen because baby was screened in the country of birth – set Screening Outcome to Incomplete- Out of screening coverage. Add a casenote that states screening was undertaken elsewhere and the result that parent/guardian say were obtained.

If the family declines the screen, but baby has not been screened elsewhere – set Screening Outcome to Incomplete- declined screen. Casenote that a screen has not been done, neither in England nor elsewhere.

Add the baby's details to the Movers In spreadsheet.

The record we added to S4H will appear on the NIPE database -
Email wah-tr.AntenatalScreeningResults@nhs.net details of the baby so that maternity staff are aware and can deactivate the record.
Add the baby's details to the Moved in Babies spreadsheet for audit purposes.

If any babies flagged up by the Child Health list are over 3 months (12 weeks) send the details to the Newborn Hearing Screen Local Manager – kim.doughty@nhs.net and the generic audiology email –
wah-tr.AudiologyHearingServices@nhs.net

Audiology will contact the parents to discuss testing.

Monitoring

Page/ Section of Key Document	Key control:	Checks to be carried out to confirm compliance with the Policy:	How often the check will be carried out:	Responsible for carrying out the check:	Results of check reported to: (Responsible for also ensuring actions are developed to address any areas of non-compliance)	Frequency of reporting:
	WHAT?	HOW?	WHEN?	WHO?	WHERE?	WHEN?
P1	To ensure that all babies under 3 months (12 weeks) are added to S4H and offered a newborn hearing screen	Childhealth Missing Results list to be checked weekly	Weekly	Local Newborn Hearing Screen Manager and Screen co-ordinator	Audiology ServiceManager/ Governance Team	Weekly

References

Patient journey from screen to referral - GOV.UK

Contribution List

This key document has been circulated to the following individuals for consultation:

Designation
Edward Southan – Interim Audiology Manager
Jess Scully – Paediatric Manager
Newborn Hearing Screeners

This key document has been circulated to the chair(s) of the following committee's / groups for comments:

Committee
Audiology Governance

Supporting Document 1 - Equality Impact Assessment Tool

To be completed by the key document author and included as an appendix to key document when submitted to the appropriate committee for consideration and approval.

NHS Worcestershire Acute Hospitals NHS Trust

Herefordshire & Worcestershire STP - Equality Impact Assessment (EIA) Form

Please read EIA guidelines when completing this form

Section 1 - Name of Organisation (please tick)

Herefordshire & Worcestershire STP		Herefordshire Council		Herefordshire CCG	
Worcestershire Acute Hospitals NHS Trust	✓	Worcestershire County Council		Worcestershire CCGs	
Worcestershire Health and Care NHS Trust		Wye Valley NHS Trust		Other (please state)	

Name of Lead for Activity	

Details of individuals completing this assessment	Name	Job title	e-mail contact
	Kim Doughty	Local Manager Newborn Hearing Screen	Kim.doughty@nhs.net
Date assessment completed	15.12.2025		

Section 2

Activity being assessed (e.g. policy/procedure, document, service redesign, policy, strategy etc.)	Newborn Hearing Screen for Babies Moving into England			
What is the aim, purpose and/or intended outcomes of this Activity?	To ensure that all babies moving into England under 3 months of age are offered a newborn hearing screen			
Who will be affected by the development & implementation of this activity?	✓ ✓ ✓	Service User Patient Carers Visitors	✓	Staff Communities Other _____

Is this:	✓ Review of an existing activity New activity Planning to withdraw or reduce a service, activity or presence?
What information and evidence have you reviewed to help inform this assessment? (Please name sources, eg demographic information for patients / services / staff groups affected, complaints etc.	Information provided by the Antenatal and Newborn Screening Portfolio Team.
Summary of engagement or consultation undertaken (e.g. who and how have you engaged with, or why do you believe this is not required)	
Summary of relevant findings	

Section 3

Please consider the potential impact of this activity (during development & implementation) on each of the equality groups outlined below. **Please tick one or more impact box below for each Equality Group and explain your rationale**. Please note it is possible for the potential impact to be both positive and negative within the same equality group and this should be recorded. Remember to consider the impact on e.g. staff, public, patients, carers etc. in these equality groups.

Equality Group	Potential positive impact	Potential neutral impact	Potential negative impact	Please explain your reasons for any potential positive, neutral or negative impact identified
Age		✓		
Disability		✓		
Gender Reassignment		✓		
Marriage & Civil Partnerships		✓		
Pregnancy & Maternity		✓		
Race including Traveling Communities		✓		

Equality Group	Potential positive impact	Potential neutral impact	Potential negative impact	Please explain your reasons for any potential positive, neutral or negative impact identified
Religion & Belief		✓		
Sex		✓		
Sexual Orientation		✓		
Other Vulnerable and Disadvantaged Groups (e.g. carers; care leavers; homeless; Social/Economic deprivation, travelling communities etc.)		✓		
Health Inequalities (any preventable, unfair & unjust differences in health status between groups, populations or individuals that arise from the unequal distribution of social, environmental & economic conditions within societies)		✓		

Section 4

What actions will you take to mitigate any potential negative impacts?	Risk identified	Actions required to reduce / eliminate negative impact	Who will lead on the action?	Timeframe
	None	.		

How will you monitor these actions?	
When will you review this EIA? (e.g in a service redesign, this EIA should be revisited regularly throughout the design & implementation)	

Section 5 - Please read and agree to the following Equality Statement

1. Equality Statement

1.1. All public bodies have a statutory duty under the Equality Act 2010 to set out arrangements to assess and consult on how their policies and functions impact on the 9 protected characteristics: Age; Disability; Gender Reassignment; Marriage & Civil Partnership; Pregnancy & Maternity; Race; Religion & Belief; Sex; Sexual Orientation

1.2. Our Organisations will challenge discrimination, promote equality, respect human rights, and aims to design and implement services, policies and measures that meet the diverse needs of our service, and population, ensuring that none are placed at a disadvantage over others.

1.3. All staff are expected to deliver services and provide services and care in a manner which respects the individuality of service users, patients, carer's etc, and as such treat them and members of the workforce respectfully, paying due regard to the 9 protected characteristics.

Signature of person completing EIA	K.Doughty
Date signed	15.12.2025
Comments:	
Signature of person the Leader Person for this activity	K.Doughty
Date signed	15.12.20205
Comments:	

Supporting Document 2 – Financial Impact Assessment

To be completed by the key document author and attached to key document when submitted to the appropriate committee for consideration and approval.

	Title of document:	Yes/No
1.	Does the implementation of this document require any additional Capital resources	
2.	Does the implementation of this document require additional revenue	
3.	Does the implementation of this document require additional manpower	
4.	Does the implementation of this document release any manpower costs through a change in practice	
5.	Are there additional staff training costs associated with implementing this document which cannot be delivered through current training programmes or allocated training times for staff	
	Other comments:	

If the response to any of the above is yes, please complete a business case and which is signed by your Finance Manager and Directorate Manager for consideration by the Accountable Director before progressing to the relevant committee for approval.