

# Pod C medical bed waits SOP

## 1. Handover

1. Take over patients from doctors who are going home:
  - o Working diagnosis and plan (verify with ST3+ if in doubt),
  - o Ongoing treatments and pending tasks (eg. repeat bloods, specialty review),
  - o Confirm that morning medications are prescribed.
2. Change care provider to your name and ensure ALL patients in Pod C have a nightshift care provider. If no handover is given, read the notes and check the observations, then change to your care provider.
3. Repeat this process at 01:30. Take your first break before 01:30!

## 2. Coordination with Nursing Staff

1. Check-in with the nurse in charge of Pod C after 22:00 handover:
  - o Who is unwell? What urgent tasks need to be done?
2. Coordinate with the nurse managing the pod throughout the night.

## 3. Medications and Ongoing Care

1. Ongoing care:
  - o Briefly read each patient's plan and ensure it has been actioned. You do not need to complete a ward round for patients in pod C.
2. Complete Kardexes:
  - o Ensure critical medications, including antibiotics, are prescribed on the Kardex.

## 4. Deteriorating Patients



- o Respond promptly to nursing staff concerns.
- o Review deteriorating patients. Regularly review patients with high NEWS.
- o Escalate to the ED registrar if required.
- o Document your review (minimum: your name, grade, time of review, outcome).

## 5. Investigations and Specialty Referrals

1. Investigations:
  - o Repeat emergency investigations (e.g., troponins, U&Es) overnight
  - o Order blood tests for the morning and communicate to nursing staff.
2. Specialty Referrals:
  - o Ensure patients are on the specialty board or referred on trak after discussion with a senior.

## 6. Handover to Morning Team

1. Preparation for Handover:
  - o Ensure investigations are chased and documented.
  - o Ensure the Kardex is complete for all patients.
  - o Be aware of each patient's name, age, working diagnosis, and proposed plan.
2. Handover Process:
  - o Handover patients to the morning consultant, including any concerns or pending tasks for Pod C patients.

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## Useful numbers

**ED consultant** ext 23687

**ED registrar** ext 23511

**ED nurse in charge** ext 21330

**Med reg** bleep 4030

**Pod D medic** – can be obtained through HAN

**H@N (HOSPITAL AT NIGHT)** - 23888

## Cardiology

Specialty board in AMU front bays

Chest pain nurse bleep 5834

Cardiology registrar via switchboard

## Respiratory

Specialty board in AMU front bays

Respiratory nurse ext 21878

Respiratory registrar via switchboard

## Gastro-enterology

Referral made on trak

GI registrar – switchboard

## Neurology



Specialty board in AMU – NOT at weekends, only Mon-Fri

Neurology registrar – switchboard

## OT/PT

Safe home bleep 5384 (8am-8pm)

Referral made on trak

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