

# DeCon Multi-site Audit

## Service Description Questionnaire Instruction Guide

This manual is intended to help you to answer the Decreased Conscious Level Multi-site Audit Service Description Questionnaire as accurately as you can.

Guidance (in the form of information on how to respond to the question and the definitions for some of the terminology used) is provided for each question in the questionnaire.

The manual is not exhaustive and there may be questions which you are still unable to answer, if you require clarification on any area in the questionnaire, please contact:

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Question	Guidance and Definitions of terms
<b>SECTION A: Your Hospital</b>	
1. What is the number of children and young people aged 0 to less than 18 years who were admitted to your hospital in the last calendar year (1 January 2009 to 31 December 2009)?	<p><b>Admission:</b> The acceptance by an inpatient area within a hospital of a patient who receives treatment and/or observation for a period which exceeds the first 4 hours of presentation.</p> <p>This refers to admissions to the Paediatric specialities of the hospital.</p>
2. What is the number of children and young people aged 0 to less than 18 years who attended your hospital in the last calendar year (1 January 2009 to 31 December 2009)?	<p><b>Attendance:</b> An encounter where the patient presents to hospital for treatment or care but is not admitted to an inpatient area.</p> <p>This refers to unscheduled attendances to the Paediatric specialities of the hospital and therefore excludes outpatient appointments.</p>
3. What is the maximum age in years of the children and young people who receive care at your hospital?	<p><b>Maximum age:</b> Refers to the highest age in years of children and young people who receive care from the Paediatric specialities of your hospital.</p>
4. Is the guideline <i>Management of a Child with a Decreased Conscious Level</i> employed at your hospital?	<p>This question allows you to clarify how the guideline is employed within your hospital.</p>

Question	Guidance and Definitions of terms
<b>SECTION B: Resources</b>	
5. In a typical week at your hospital?	
<b>24/7:</b> Refers to whether the area of the department is fully staffed and functional at any time of the day or night, 24 hours per day, 7 days per week.	
a. What is the most senior grade of paediatrician resident on-site all night?	This question requires you to select the highest grade of paediatrician resident on-site during the out of hours time period (all night covers the period 20:00 hrs to 08:00 hrs).
b. Is there a Paediatric Nurse with APLS, EPLS or equivalent on shift?	This question requires you to indicate whether there is a paediatric nurse with Advanced Paediatric Life Support (APLS) or European Paediatric Advanced Life Support (EPLS) or equivalent in any or all of the following audit areas: Emergency Department, Paediatric Assessment Unit or Paediatric Intensive Care Unit- as applicable to your hospital.
c. Is there access to Paediatric Anaesthetic skills or expertise on-site?	<b>Paediatric Anaesthetic skills or expertise:</b> Refers to the presence of anaesthetic staff able to provide elective and/or emergency paediatric anaesthesia.
d. What is the level of Paediatric Anaesthetic staff expertise available at your hospital? Select all that apply.	<b>Level of Paediatric Anaesthetic staff expertise:</b> Refers to the type of anaesthetic expertise available at your hospital irrespective of the time period for which this expertise is available.
<b>SECTION C: Services</b>	
6. Does your hospital have the following:	
a. On-site Paediatric Emergency Department?	<b>Paediatric emergency department:</b> Refers to an emergency department or area in this department solely dedicated to the care and treatment of paediatric patients.
b. On-site Paediatric Intensive Care Unit?	<b>Paediatric intensive care unit:</b> Refers to an intensive care unit solely dedicated to the care and treatment of paediatric patients.
c. On-site Paediatric ward/department?	<b>Paediatric ward or department:</b> Refers to a ward area or department solely dedicated to the care and treatment of paediatric patients.
d. Short stay or assessment unit solely for paediatric patients?	<b>Short stay or assessment unit:</b> An area in the hospital where the child or young person attends solely for initial assessment and is then transferred to another area for treatment and care.
e. Access to a laboratory able to process plasma ammonia?	This question provides an indication of access to a laboratory able to process and provide the results for the investigation of plasma ammonia at your hospital.
f. Is the hospital able to carry out CT scanning on site	This question provides an indication of the availability of on-site CT scanning at your hospital.