

# Test of Competence: Supporting Documents

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# Purpose

This document contains some supporting documents which may be used in the NMC Test of Competence (ToC 21). It is intended for candidates to have the opportunity to become familiar with these supporting documents prior to them taking the ToC 21.

COMMUNITY MEDICATION PRESCRIPTION AND ADMINISTRATION RECORD	
Surname: Forename(s): Date of birth: NHS number:	Address: Height (m): Weight (kg): Body mass index (BMI) (kg/m <sup>2</sup> ):
GP Name:	Surgery address:

Number of prescription records	Chart 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> of 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/>
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Details of prescribers: must be completed by ALL prescribers			
NAME	GMC/NMP Number	Signature	Contact details

Details of person administering medication: must be completed by ALL administering medication			
NAME	Initials	Signature	Base

ALERTS: Allergies/sensitivities/adverse reaction				
Medicine(s)/substance		Effect(s)		
IF NO KNOWN ALLERGIES TICK BOX <input type="checkbox"/>				
Signature:		Contact number	Tel:	Date:
Allergy status MUST be completed and SIGNED by a prescriber/pharmacist/nurse BEFORE any medicines are administered.				

MEDICATION RISK FACTORS				
Pregnancy <input type="checkbox"/>	Renal impairment <input type="checkbox"/>	Impaired oral access <input type="checkbox"/>	Diabetes <input type="checkbox"/>	
Other high-risk conditions <input type="checkbox"/> – specify		Patient self-medicating <input type="checkbox"/>		

COMMUNITY MEDICATION PRESCRIPTION AND ADMINISTRATION RECORD	
Surname: Forename(s): Date of birth: NHS number:	Address: Height (m): Weight (kg): Body mass index (BMI) (kg/m <sup>2</sup> ):
GP Name:	Surgery address:

Information for prescribers:	Medicine non-administration/self-administration:	
Write in BLOCK CAPITALS using black or blue ink.	If a dose is omitted for any reason, the nurse should enter the relevant code on the administration record and sign the entry.	
Sign and date and include bleep number.		
Record detail(s) of any allergies.	1. Medicine unavailable – INFORM DOCTOR OR PHARMACIST	2. Patient not present at time of administration
Sign and date allergies box. Tick box if no allergies known.	3. Self-administration	4. Unable to administer – INFORM DOCTOR (alternative route required?)
Different doses of the same medication must be prescribed on different lines.	5. Stat dose given	6. Prescription incorrect/unclear
Cancel by putting a line across the prescription and sign and date.	7. Patient refused	8. Nil by mouth (on doctor's instruction only)
Indicate the start and finish date where appropriate.	9. Low pulse and/or low blood pressure	10. Other – state in nursing notes including action taken

COMMUNITY PATIENT-SPECIFIC DIRECTION										
Check allergies/sensitivities and patient identity										
Date	Drug	Dose	Route	Time	Frequency	End date	Prescriber name & date	Given by: Sign date & time	Pharmacy check	
Instruction/Indication:										

Date	Drug	Dose	Route	Time	Frequency	End date	Prescriber name & date	Given by: Sign date & time	Pharmacy check
Instruction/Indication:									

Date	Drug	Dose	Route	Time	Frequency	End date	Prescriber name & date	Given by: Sign date & time	Pharmacy check
Instruction/Indication:									

Date	Drug	Dose	Route	Time	Frequency	End date	Prescriber name & date	Given by: Sign date & time	Pharmacy check
Instruction/Indication:									

COMMUNITY MEDICATION PRESCRIPTION AND ADMINISTRATION RECORD										
Surname: Forename(s): Date of birth: NHS number:					Address: Height (m): Weight (kg): Body mass index (BMI) (kg/m <sup>2</sup> ):					
GP Name:					Surgery address:					

Date	Drug	Dose	Route	Time	Frequency	End date	Prescriber name & date	Given by: Sign date & time	Pharmacy check
Instruction/Indication:									

Date	Drug	Dose	Route	Time	Frequency	End date	Prescriber name & date	Given by: Sign date & time	Pharmacy check
Instruction/Indication:									

OMITTED DOSES OF MEDICINE AND DELAYED DOSES									
Check allergies/sensitivities and patient identity									
Date	Time	Drug	Dose	Route	Instructions	Reason for omission or delay >2 hours	Signature	Pharmacy check	

HOSPITAL MEDICATION PRESCRIPTION AND ADMINISTRATION RECORD	
Surname:	Height (m):
Forename(s):	Weight (kg):
Date of birth:	Body mass index (BMI) (kg/m <sup>2</sup> ):
Hospital/NHS number:	
Ward:	Consultant:
Date of admission:	Time of admission:

Number of prescription records	Chart 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> of 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/>
--------------------------------	--

All prescribers MUST complete the signature record							
NAME	GMC/NMC Number	Signature	Bleep	NAME	GMC/NMC Number	Signature	Bleep

Details of person administrating medication: must be completed by ALL administering medication			
NAME	Initials	Signature	Base

ALERTS: Allergies/sensitivities/adverse reaction			
Medicine(s)/substance	Effect(s)		
IF NO KNOWN ALLERGIES TICK BOX			
Signature:	Bleep number:	Date:	
Allergy status MUST be completed and SIGNED by a prescriber/pharmacist/nurse BEFORE any medicines are administered.			

Medication risk factors			
Pregnancy <input type="checkbox"/>	Renal impairment <input type="checkbox"/>	Impaired oral access <input type="checkbox"/>	Diabetes <input type="checkbox"/>
Other high-risk conditions <input type="checkbox"/> – specify			
Patient self-medicating <input type="checkbox"/>			

<b>HOSPITAL MEDICATION PRESCRIPTION AND ADMINISTRATION RECORD</b>	
<b>Surname:</b>	<b>Height (m):</b>
<b>Forename(s):</b>	<b>Weight (kg):</b>
<b>Date of birth:</b>	<b>Body mass index (BMI) (kg/m<sup>2</sup>):</b>
<b>Hospital/NHS number:</b>	
<b>Ward:</b>	<b>Consultant:</b>
<b>Date of admission:</b>	<b>Time of admission:</b>

<b>Information for prescribers:</b>	<b>Medicine non-administration/self-administration:</b>	
Write in BLOCK CAPITALS using black or blue ink.	If a dose is omitted for any reason, the nurse should enter the relevant code on the administration record and sign the entry.	
Sign and date and include bleep number.		
Record detail(s) of any allergies.	1. Medicine unavailable – INFORM DOCTOR OR PHARMACIST	2. Patient off ward
Sign and date allergies box. Tick box if no allergies known.	3. Self-administration	4. Unable to administer – INFORM DOCTOR (alternative route required?)
Different doses of the same medication must be prescribed on different lines.	5. Stat dose given	6. Prescription incorrect/unclear
Cancel by putting a line across the prescription and sign and date.	7. Patient refused	8. Nil by mouth (on doctor's instruction only)
Indicate the start and finish date where relevant.	9. Low pulse and/or low blood pressure	10. Other – state in nursing notes including action taken

<b>ONCE-ONLY MEDICINES, PREMEDICATION, ANTIBIOTIC PROPHYLAXIS AND PATIENT GROUP DIRECTIONS</b>									
<b>Check allergies/sensitivities and patient identity</b>									
<b>Date</b>	<b>Drug</b>	<b>Dose</b>	<b>Route</b>	<b>Time required</b>	<b>Instructions</b>	<b>Prescriber's signature, print name &amp; bleep number</b>	<b>Time given</b>	<b>Signature given</b>	<b>Pharmacy check</b>

HOSPITAL MEDICATION PRESCRIPTION AND ADMINISTRATION RECORD	
Surname:	Height (m):
Forename(s):	Weight (kg):
Date of birth:	Body mass index (BMI) (kg/m <sup>2</sup> ):
Hospital/NHS number:	
Ward:	Consultant:
Date of admission:	Time of admission:

PRESCRIBED OXYGEN						
<b>For most chronic conditions, oxygen should be prescribed to achieve a target saturation of 94–98% (or 88–92% for those at risk of hypercapnic respiratory failure i.e. CO<sub>2</sub> retainers.)</b>						
Is the patient a known CO <sub>2</sub> retainer? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>						
Continuous oxygen therapy <input type="checkbox"/> 'When required' oxygen therapy <input type="checkbox"/> Target O <sub>2</sub> saturation 88-92% <input type="checkbox"/> Target O <sub>2</sub> saturation 94-98% <input type="checkbox"/> Other saturation range: _____ Saturation not indicated e.g. end-of-life care (state reason) _____ <input type="checkbox"/>		If oxygen is in progress, check and record flow rate (FR) during clinical observations.				
Starting device and flow rate:		Administrator's signature:	Print name:	Date	Time	FR/D
Prescriber's signature:		Stop date:				
Print name:		Pharmacy check:				
Codes for starting device and modes of delivery						
Air not requiring oxygen or weaning or PRN oxygen	A	Humidified oxygen at 28% (add% for other flow rate)			H28	
Nasal cannula	N	Reservoir mask			RM	
Simple mask	M	Tracheostomy mask			TM	
Venturi 24	V24	Venturi 35			V35	
Venturi 28	V28	Venturi 40			V40	
Venturi 60	V60	Patient on CPAP system			CP	
Patient on NIV system	NIV	Other device (specify)				

HOSPITAL MEDICATION PRESCRIPTION AND ADMINISTRATION RECORD	
Surname:	Height (m):
Forename(s):	Weight (kg):
Date of birth:	Body mass index (BMI) (kg/m <sup>2</sup> ):
Hospital/NHS number:	
Ward:	Consultant:
Date of admission:	Time of admission:

### ANTIMICROBIALS

Check allergies/sensitivities and patient identity

Review IV after 24-48 hours – Review oral after 5-7 days

1.Drug						Signature of nurse administering medications and code and signature if not administered.			
Date	Dose	Frequency	Route	Duration	Time	Today	Tomorrow	Pharmacy check	
Today									
Start date		Indication/ Organism							
Finish date		Cultures sent?	Yes	No					
Prescriber's signature and bleep						Print name			

Check allergies/sensitivities and patient identity

2.Drug						Signature of nurse administering medications and code and signature if not administered.			
Date	Dose	Frequency	Route	Duration	Time	Today	Tomorrow	Pharmacy check	
Today									
Start date		Indication/ Organism							
Finish date		Cultures sent?	Yes	No					
Prescriber's signature and bleep						Print name			

Check allergies/sensitivities and patient identity

3.Drug						Signature of nurse administering medications and code and signature if not administered.			
Date	Dose	Frequency	Route	Duration	Time	Today	Tomorrow	Pharmacy check	
Today									
Start date		Indication/ Organism							
Finish date		Cultures sent?	Yes	No					
Prescriber's signature and bleep						Print name			

HOSPITAL MEDICATION PRESCRIPTION AND ADMINISTRATION RECORD									
Surname:					Height (m):				
Forename(s):					Weight (kg):				
Date of birth:					Body mass index (BMI) (kg/m <sup>2</sup> ):				
Hospital/NHS number:									
Ward:					Consultant:				
Date of admission:					Time of admission:				

REGULAR MEDICINES										
Check allergies/sensitivities and patient identity										
1.Drug						Signature of nurse administering medications, or code and signature if not administered.				
Date	Dose	Frequency	Route	Duration	Time	Today	Tomorrow	Pharmacy check	Notes	
Today									New <input type="checkbox"/>	
Start date		Instructions / indication							Amended <input type="checkbox"/>	
Finish date									Unchanged <input type="checkbox"/>	
Prescriber's signature and bleep					Print name				Supply at home <input type="checkbox"/>	

Check allergies/sensitivities and patient identity										
1.Drug						Signature of nurse administering medications, or code and signature if not administered.				
Date	Dose	Frequency	Route	Duration	Time	Today	Tomorrow	Pharmacy check	Notes	
Today									New <input type="checkbox"/>	
Start date		Instructions / indication							Amended <input type="checkbox"/>	
Finish date								Unchanged <input type="checkbox"/>		
Prescriber's signature and bleep					Print name				Supply at home <input type="checkbox"/>	

Check allergies/sensitivities and patient identity										
1.Drug						Signature of nurse administering medications, or code and signature if not administered.				
Date	Dose	Frequency	Route	Duration	Time	Today	Tomorrow	Pharmacy check	Notes	
Today									New <input type="checkbox"/>	
Start date		Instructions / indication							Amended <input type="checkbox"/>	
Finish date								Unchanged <input type="checkbox"/>		
Prescriber's signature and bleep					Print name				Supply at home <input type="checkbox"/>	

HOSPITAL MEDICATION PRESCRIPTION AND ADMINISTRATION RECORD									
Surname:					Height (m):				
Forename(s):					Weight (kg):				
Date of birth:					Body mass index (BMI) (kg/m <sup>2</sup> ):				
Hospital/NHS number:									
Ward:					Consultant:				
Date of admission:					Time of admission:				

‘AS-REQUIRED’ MEDICINES										
Check allergies/sensitivities and patient identity										
1.Drug						Signature of nurse administering medications, or code and signature if not administered.				
Date	Dose	Frequency	Route	Duration	Time	Today	Tomorrow	Pharmacy check	Notes	
Today									New <input type="checkbox"/>	
Start date		Instructions / indication:							Amended <input type="checkbox"/>	
Finish date									Unchanged <input type="checkbox"/>	
Prescriber’s signature and bleep						Print name				Supply at home <input type="checkbox"/>

Check allergies/sensitivities and patient identity										
2.Drug						Signature of nurse administering medications, or code and signature if not administered.				
Date	Dose	Frequency	Route	Duration	Time	Today	Tomorrow	Pharmacy check	Notes	
Today									New <input type="checkbox"/>	
Start date		Instructions / indication:							Amended <input type="checkbox"/>	
Finish date									Unchanged <input type="checkbox"/>	
Prescriber’s signature and bleep						Print name				Supply at home <input type="checkbox"/>

Check allergies/sensitivities and patient identity										
3.Drug						Signature of nurse administering medications, or code and signature if not administered.				
Date	Dose	Frequency	Route	Duration	Time	Today	Tomorrow	Pharmacy check	Notes	
Today									New <input type="checkbox"/>	
Start date		Instructions / indication:							Amended <input type="checkbox"/>	
Finish date									Unchanged <input type="checkbox"/>	
Prescriber’s signature and bleep						Print name				Supply at home <input type="checkbox"/>

HOSPITAL MEDICATION PRESCRIPTION AND ADMINISTRATION RECORD									
Surname:					Height (m):				
Forename(s):					Weight (kg):				
Date of birth:					Body mass index (BMI) (kg/m <sup>2</sup> ):				
Hospital/NHS number:									
Ward:					Consultant:				
Date of admission:					Time of admission:				

### INFUSIONS

Check allergies/sensitivities and patient identity

Bolus IN injections should be prescribed on the standard section of the drug chart. If no additive is to be used, enter 'nil' in the 'drug added' column.

Date	INFUSION FLUID			DRUG ADDED		Duration or rate	Prescriber's signature	Pharmacy check	Given by	Checked by	Start time	Stop time	Vol given (ml)
	Name / strength	Volume (ml)	Route (IV/SC)	Name	Dose								

### OMITTED DOSES OF MEDICINE AND DELAYED DOSES

Check allergies/sensitivities and patient identity

Date	Time	Drug	Dose	Route	Instructions	Reason for omission or delay >2 hours	Signature	Pharmacy check

NEWS key		FULL NAME															
0	1	2	3	DATE OF BIRTH							DATE OF ADMISSION						
		DATE		TIME							DATE		TIME				
<b>A+B</b> Respirations Breaths/min		≥25	3												≥25		
		21–24	2												21–24		
		18–20													18–20		
		15–17													15–17		
		12–14													12–14		
		9–11	1												9–11		
		≤8	3												≤8		
<b>A+B</b> SpO <sub>2</sub> Scale 1 Oxygen saturation (%)		≥96													≥96		
		94–95	1												94–95		
		92–93	2												92–93		
		≤91	3												≤91		
<b>SpO<sub>2</sub> Scale 2<sup>†</sup></b> Oxygen saturation (%) Use Scale 2 if target range is 88–92%, eg in hypercapnic respiratory failure  <small>*ONLY use Scale 2 under the direction of a qualified clinician</small>		≥97 on O <sub>2</sub>	3												≥97 on O <sub>2</sub>		
		95–96 on O <sub>2</sub>	2												95–96 on O <sub>2</sub>		
		93–94 on O <sub>2</sub>	1												93–94 on O <sub>2</sub>		
		≥93 on air													≥93 on air		
		88–92													88–92		
		86–87	1												86–87		
		84–85	2												84–85		
		≤83%	3												≤83%		
<b>Air or oxygen?</b>		A=Air													A=Air		
		O <sub>2</sub> L/min	2												O <sub>2</sub> L/min		
		Device													Device		
<b>C</b> Blood pressure mmHg Score uses systolic BP only		≥220	3												≥220		
		201–219													201–219		
		181–200													181–200		
		161–180													161–180		
		141–160													141–160		
		121–140													121–140		
		111–120													111–120		
		101–110	1												101–110		
		91–100	2												91–100		
		81–90	3												81–90		
		71–80													71–80		
		61–70													61–70		
51–60													51–60				
≤50													≤50				
<b>C</b> Pulse Beats/min		≥131	3												≥131		
		121–130	2												121–130		
		111–120	1												111–120		
		101–110													101–110		
		91–100													91–100		
		81–90													81–90		
		71–80													71–80		
		61–70													61–70		
		51–60													51–60		
		41–50	1												41–50		
		31–40	3												31–40		
		≤30													≤30		
<b>D</b> Consciousness Score for NEW onset of confusion (no score if chronic)		Alert													Alert		
		Confusion	3												Confusion		
		V													V		
		P													P		
		U													U		
<b>E</b> Temperature °C		≥39.1°	2												≥39.1°		
		38.1–39.0°	1												38.1–39.0°		
		37.1–38.0°													37.1–38.0°		
		36.1–37.0°													36.1–37.0°		
		35.1–36.0°	1												35.1–36.0°		
		≤35.0°	3												≤35.0°		
		NEWS TOTAL														TOTAL	
Monitoring frequency														Monitoring			
Escalation of care Y/N														Escalation			
Initials														Initials			

**Chart 4: Clinical response to the NEWS trigger thresholds**

NEW score	Frequency of monitoring	Clinical response
0	Minimum 12 hourly	<ul style="list-style-type: none"> <li>Continue routine NEWS monitoring</li> </ul>
<b>Total 1–4</b>	Minimum 4–6 hourly	<ul style="list-style-type: none"> <li>Inform registered nurse, who must assess the patient</li> <li>Registered nurse decides whether increased frequency of monitoring and/or escalation of care is required</li> </ul>
<b>3 in single parameter</b>	Minimum 1 hourly	<ul style="list-style-type: none"> <li>Registered nurse to inform medical team caring for the patient, who will review and decide whether escalation of care is necessary</li> </ul>
<b>Total 5 or more Urgent response threshold</b>	Minimum 1 hourly	<ul style="list-style-type: none"> <li>Registered nurse to immediately inform the medical team caring for the patient</li> <li>Registered nurse to request urgent assessment by a clinician or team with core competencies in the care of acutely ill patients</li> <li>Provide clinical care in an environment with monitoring facilities</li> </ul>
<b>Total 7 or more Emergency response threshold</b>	Continuous monitoring of vital signs	<ul style="list-style-type: none"> <li>Registered nurse to immediately inform the medical team caring for the patient – this should be at least at specialist registrar level</li> <li>Emergency assessment by a team with critical care competencies, including practitioner(s) with advanced airway management skills</li> <li>Consider transfer of care to a level 2 or 3 clinical care facility, ie higher-dependency unit or ICU</li> <li>Clinical care in an environment with monitoring facilities</li> </ul>

## National Paediatric Early Warning System Observation and Escalation Chart



Patient Name: \_\_\_\_\_  
 Hospital No. \_\_\_\_\_  
 NHS No. \_\_\_\_\_  
 Date of Birth: \_\_\_\_\_  
 Consultant: \_\_\_\_\_

0	1	2	3	4
Have you set your alarm limits?				
RR				
SpO <sub>2</sub>				
HR				
BP				
Other				
Type of monitor				

Does your patient have any additional risk factors? <input type="checkbox"/> NOT APPLICABLE	
Risk Factor	THINK!
<input type="checkbox"/> Baseline vital signs outside of normal reference ranges	Always score the relevant PEWS value even if this is normal for the patient (e.g. cancer patient)
<input type="checkbox"/> Tracheostomy/Alivary Risk	Vital sign: _____ Patient's normal value: _____
<input type="checkbox"/> Invasive/Non-Invasive Ventilation/High Flow	Do you need additional help in an airway emergency?
<input type="checkbox"/> Nephropathy/Immunocompromised	Check oxygen requirement on additional respiratory support. Remember High FlowBIPAP and CPAP score maximum of 4 on oxygen delivery
<input type="checkbox"/> <40 weeks corrected gestation	Sepsis recognition and escalation has a lower threshold
<input type="checkbox"/> Neurological condition (e.g. meningitis, seizures)	Sepsis recognition and escalation has a lower threshold (beware hypothermia)
<input type="checkbox"/> Outlier	Remember to check pupillary response if anything other than Alert on AVPU
	Do you need support from home ward/team?

This chart is only intended for recording in respect of the patient concerned. The components of the chart should not be amended.

Carer question: Ask your parent/carer: How is your child different since I last saw them? You decide if their response means:	
W - Worse	A - Parent/Carer Asleep
S - Same	O - Unavailable
B - Better	
Patient Name: _____ Hospital No. _____ NHS No. _____ Date of Birth: _____ Consultant: _____	
Carer question: Ask your parent/carer: How is your child different since I last saw them? You decide if their response means:	
W - Worse	A - Parent/Carer Asleep
S - Same	O - Unavailable
B - Better	
Date _____ Time _____ Frequency _____ W/S/B/A/U _____	
<b>Respiratory distress</b> <b>Mild</b> <ul style="list-style-type: none"> <li>▪ Nasal flaring</li> <li>▪ Subcostal recession</li> </ul> <b>Moderate</b> <ul style="list-style-type: none"> <li>▪ Head bobbing</li> <li>▪ Tracheal tug</li> <li>▪ Intercostal recession</li> <li>▪ Inspiratory or expiratory noises</li> </ul> <b>Severe</b> <ul style="list-style-type: none"> <li>▪ Sternal recession</li> <li>▪ Grunting</li> <li>▪ Exhaustion</li> <li>▪ Impending respiratory arrest</li> </ul>	
<b>SpO<sub>2</sub></b> <b>Score the maximum of 4</b> <b>HF</b> = High Flow <b>BIP</b> = BIPAP <b>CP</b> = CPAP	
<b>Other delivery methods</b> <b>NP</b> = nasal prongs <b>FM</b> = face mask <b>HB</b> = head box <b>NRB</b> = Non-rebreather	
<b>Document 'Air' or Value</b> <b>Delivery method</b> <b>RSO flow rate</b>	
<b>Respiratory Rate</b> * RR/min	
<b>SpO<sub>2</sub> probe change (s)</b>	
<b>ISO CODE</b> (maximum score 4) <b>Insulation score</b> (maximum score 4)	
<b>Oxygen</b> <b>Oxygen as per POC or prescription box or 95% oxygen and Unit within n°°</b>	
<b>Document 'Air' or Value</b> <b>Delivery method</b> <b>RSO flow rate</b>	
<b>Heart Rate</b> * HR/min	
<b>BP Value or Code</b> <b>A</b> <b>systolic</b>	
<b>Blood Pressure</b> (Score systolic only) * mean	
<b>&lt; diastolic (no score)</b>	
<b>CRT</b> (recorded in seconds)	
<b>PEWS</b>	
<b>AVPU</b>	
<b>Blood glucose</b> <b>Pain score (as per local policy)</b>	
<b>Temperature °C</b> <b>A=A-Ailla</b> <b>T=腋下</b> <b>S=直肠</b>	
<b>New suspicion of sepsis or septic shock (Y/N)</b>	
<b>Clinical Intuition</b> (Y/N)	
<b>Trigger criteria</b>	
<b>Escalation level</b>	
<b>Escalated (Y/N)</b> <b>Time NIC informed</b> <b>Time clinician informed</b> <b>Time clinician arrived</b> <b>PICU/transport team called</b> <b>Signature</b>	
<b>Trigger criteria</b> <b>Cause(s) for escalation:</b> <b>SC = Specific Concern</b> <b>CO = Carer Question</b> <b>CI = Clinical Intuition</b> <b>P = PEWS</b> <b>0 = None</b>	
<b>Communication &amp; response (use ISBAR framework)</b> <b>Medical plan for stabilisation</b> Structured medical plan to be documented including: 1. specific actions to be taken 2. time frame 3. outcome deadline 4. escalation if outcome not met by deadline	
<b>Medical review timings</b> <b>As agreed with medical team</b>	
<b>Minimal observations</b> <b>Repeated escalation if remaining in one level not required but ongoing plan must be clearly documented in notes</b>	
<b>FOR EMERGENCY OR LIFE-THREATENING SITUATIONS: CALL 2222 AND STATE "PAEDIATRIC MEDICAL EMERGENCY"</b>	
<b>DATE &amp; TIME</b> _____ <b>COMMENTS</b> _____	
<b>DATE &amp; TIME</b> _____ <b>COMMENTS</b> _____	

## National Paediatric Early Warning System Observation and Escalation Chart

	Patient Name:	_____
	Hospital No.	_____
	NHS No.	_____
	Date of Birth:	_____
	Consultant:	_____

Have you set your alarm limits?
RR
SpO2
HR
BP
Other
Type of monitor

Does your patient have any additional risk factors?		<input type="checkbox"/> NOT APPLICABLE
Risk Factor	THINK!	
<input type="checkbox"/> Baseline vital signs outside of normal reference ranges	Always score the relevant PEWS value even if this is normal for the patient (e.g. cardiac patient)	Vital signs: Patient's normal value: _____
<input type="checkbox"/> Tracheostomy/Alway Risk	Do you need additional help in an airway emergency?	
<input type="checkbox"/> Invasive/Non-Invasive Ventilation/High Flow	Check oxygen requirement on additional respiratory support. Remember High FlowIPAP and CPAP score maximum of 4 on oxygen delivery	
<input type="checkbox"/> Neutropenic/Immunocompromised	Septic recognition and escalation has a lower threshold	
<input type="checkbox"/> <40 weeks corrected gestation	Septic recognition and escalation has a lower threshold (beware hypothermia)	
<input type="checkbox"/> Neurological condition (ie meningitis, seizures)	Remember to check pupillary response if anything other than Alert on AVPU	
<input type="checkbox"/> Outlier	Do you need support from home ward/team?	

This chart is solely intended for recording an inpatient paediatric patient: **PEWS**. The components of this chart should not be amended.

Signature	
<b>THINK! Could this be sepsis?</b>	
Think sepsis if any of the following are present:	
• Neutropenia or immunocompromise (call medical professional for Immediate review)	
• Known or suspected infection	
• Temperature $<36^\circ\text{C}$ or $>38^\circ\text{C}$	
• Increasing oxygen requirement	
• Unexplained tachypnoea/tachycardia	
• Altered mental status (e.g. lethargy/floppiness)	
• Prolonged CRT, mottled or ashen appearance	
<b>If suspicion of sepsis, inform nurse in charge.</b>	
<b>Escalate to patient's own or on-call team.</b>	
<b>I</b>	Hello, I am staff nurse (xx) from Ward (xx), I am calling about (xx).
<b>S</b>	I am calling because (e.g. PEWS increased to xx, carer is concerned because xx). The last observations were (xx).
<b>B</b>	They are (age), admitted on (date) for (reason). They recently had surgery (xx), treatment (xx).
<b>A</b>	I think they are (e.g. hypovolaemic). I don't know what is wrong with them but I am/carer is very concerned.
<b>R</b>	I would like you to (e.g. review in xx minutes please).

### National Paediatric Early Warning System Observation and Escalation Chart



Patient Name: \_\_\_\_\_  
 Hospital No. \_\_\_\_\_  
 NHS No. \_\_\_\_\_  
 Date of Birth: \_\_\_\_\_  
 Consultant: \_\_\_\_\_

0  
1  
2  
3  
4

Have you set your alarm limits?  
 RR  
 SpO<sub>2</sub>  
 HR  
 BP  
 Other  
 Type of monitor

Does your patient have any additional risk factors?  NOT APPLICABLE

<input type="checkbox"/> Baseline vital signs outside of normal reference ranges	Always score the relevant PEWS value even if this is normal for the patient (e.g. cardiac patient)	Vital signs: <input type="text"/> Patient's normal value: <input type="text"/>
<input type="checkbox"/> Tracheostomy/airway risk	Do you need additional help in an airway emergency?	
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<input type="checkbox"/> <40 weeks corrected gestation	Sepsis recognition and escalation has a lower threshold (beware hypothermia)	
<input type="checkbox"/> Neurological condition (e.g. meningitis, seizures)	Remember to check pupillary response if anything other than Alert on AVPU	
<input type="checkbox"/> Neurodiversity or Learning Disability	Be aware of the range of responses to pain and physiological changes	
<input type="checkbox"/> Outlier	Do you need support from home ward/team?	

This chart is only intended for recording patients. The components of the chart should not be amended.

Score question. Ask your parent/carer: How is your child different since I last saw them? You decide if their response means: W - Worse S - Same B - Better	Date: _____	Time: _____	Frequency: _____	Date: _____																																																																																																																																																																																																																																																																																																																																																															
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<b>Clinical Intuition</b> <p>If you're feeling that the patient is 'just not right</p>																																																																																																																																																																																																																																																																																																																																																																			



## National Paediatric Early Warning System Observation and Escalation Chart



≥13 Years

## National Paediatric Early Warning System Observation and Escalation Chart

Patient Name: _____ Hospital No. _____ NHS No. _____ Date of Birth: _____ Consultant: _____		HR BP Other Type of monitor	<input type="checkbox"/> Tracheostomy/Airway Risk <input type="checkbox"/> Invasive/Non-Invasive Ventilation/High Flow <input type="checkbox"/> Neutropenic/Immunocompromised <input type="checkbox"/> <40 weeks corrected gestation <input type="checkbox"/> Neurological condition (e.g. meningitis, seizures) <input type="checkbox"/> Neurodiversity or Learning Disability <input type="checkbox"/> Outlier	Do you need additional help in an airway emergency? Check oxygen requirement on additional respiratory support. Remember High Flow/CPAP and CPAP score maximum of 4 on oxygen delivery Septic recognition and escalation has a lower threshold Septic recognition and escalation has a lower threshold (beware hypothermia) Remember to check pupillary response if anything other than Alert on AVPU Be aware of the range of responses to pain and physiological changes Do you need support from home ward/team?																																																																																																																																																																		
Care question: Ask your parent/carer: How is your child different since I last saw them? You decide if their response means: W - Worse S - Same B - Better		Date Time Frequency W/S/B/A/U	Date Time Frequency W/S/B/A/U																																																																																																																																																																			
<b>Airway and Breathing</b>	<b>Respiratory distress</b> <b>Mild</b> • Accessory muscle use		Respiratory Rate + RR/min Severe Moderate Mild None			<b>Moderate</b> • Tracheal tug • Intercostal recession • Inspiratory or expiratory noises		<b>Severe</b> • Tripoding • Suprasternal recession • Grunting • Exhaustion • Impending respiratory arrest		<b>Respiratory support device (RSD)</b> HF = High Flow BIP = BIPAP CP = CPAP		SpO <sub>2</sub> 100% (maximum score is 4) 92% - 94% 91% SpO <sub>2</sub> probe change (S)			<b>Other delivery methods</b> NP = nasal prongs FM = face mask HB = head box NRB = Non-rebreather		Oxygen Oxygen is per 100% O <sub>2</sub> or oxygen flow of 100% oxygen Mask's with a + and/Or in with an X			<b>Document 'Air' or 'Value'</b> Delivery method / RSD flow rate		SpO <sub>2</sub> 100% (maximum score is 4) 92% - 94% 91% SpO <sub>2</sub> probe change (S)			<b>Heart Rate</b> + HR/min		Heart Rate + HR/min			<b>BP</b> BP Value or Code >170 170 160 150 140 130 120 110 100 90 80 70 60 50 40 <40		Heart Rate + HR/min			<b>Derogation Code if required:</b> Not attempted (No concern) - NCO (this scores 0) Unsuccessful Attempt (No Concern) - U0 (this scores 0) Unsuccessful attempt (Concern) - U4 (this scores 4)		BP Value or Code >170 170 160 150 140 130 120 110 100 90 80 70 60 50 40 <40			<b>Circulation</b>	<b>PEWS</b>		<b>AVPU</b>			<b>Blood glucose</b>		<b>Blood glucose</b>			<b>Pain score</b> (as per local policy)		<b>Pain score</b> (as per local policy)			<b>Value</b>		<b>Value</b>			>30 38.5 38 37.5 37 36.5 36 35.5 35 34.5 <34.5		>30 38.5 38 37.5 37 36.5 36 35.5 35 34.5 <34.5			<b>Temp or tare °C</b> A=Axilla T=Vaginal S=Skin		<b>Temp or tare °C</b> A=Axilla T=Vaginal S=Skin			<b>New suspicion of sepsis or septic shock (Y/N)</b>		<b>New suspicion of sepsis or septic shock (Y/N)</b>			<b>Clinical Intuition (Y/N)</b>		<b>Clinical Intuition (Y/N)</b>			<b>Trigger criteria</b>		<b>Trigger criteria</b>			<b>Escalation level</b>		<b>Escalation level</b>			Escalated (Y/Plan) Time NNC informed Time clinician informed Time clinician arrived PICU/transport team called Signature		Escalated (Y/Plan) Time NNC informed Time clinician informed Time clinician arrived PICU/transport team called Signature			<b>Disability and Exposure</b>	<b>ESCALATION LEVEL</b>		<b>LOW (L)</b>			<b>Specific concern (neurology, signs, or pre-existing risk factor)</b>		<b>MEDIUM (M)</b>			<b>Clinical Intuition</b>		<b>HIGH (H)</b>			<b>Care Question</b>		<b>EMERGENCY (E)</b>			<b>Pediatric Early Warning Score</b>		<b>1-4</b>			<b>Inform Nurse-in-charge</b>		<b>5-8</b>			<b>Consider Medical Review by ST3+ or equivalent</b>		<b>9-12</b>			<b>Bedside nurse to feed back plan to parents</b>		<b>≥13</b>			<b>Medical review timings</b>		<b>Within 30 minutes</b>			<b>Minimal observations</b>		<b>Within 30 minutes (and then document ongoing plan)</b>			<b>Communication &amp; response (use ISBAR framework)</b>		<b>Every 30 minutes and continuous monitoring of Respiratory Rate / Oxygen Saturation / ECG GCS recording if change in AVPU or abnormal pupillary response</b>			<b>Medical plan for stabilisation</b> Structured medical plan to be documented including: 1. specific actions to be taken 2. expected outcome 3. outcome deadline 4. escalation if outcome not met by deadline.		<b>Every 15 minutes and continuous monitoring of Respiratory Rate / Oxygen Saturation / ECG GCS recording if change in AVPU or abnormal pupillary response</b>			<b>Medical review timings</b>		<b>Immediate</b>			<b>Minimal observations</b>		<b>Do not use this chart for resuscitation patients (EWS &gt; 16). The chart should not be amended.</b>		
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Based on the original design from Birmingham Women's and Children's NHSFT with contributions from other English charts and amendments from National SPOT Programme.

>13 Years

PATIENT NAME:				HOSPITAL NO:						DATE:				DATE OF BIRTH:				
				TIME												TIME		
COMA SCALE	Eye opening (E)	Spontaneous	4													Eyes closed by swelling = C		
		To sound	3															
		To pressure	2															
		None	1															
		Not testable	NT															
	Verbal response (V)	Orientated	5													Endotracheal Tube or tracheostomy = T		
		Confused	4															
		Words	3															
		Sounds	2															
		None	1															
		Not testable	NT															
	Best motor response (M)	Obeys commands	6													Record the best arrival response		
		Localising	5															
		Normal flexion	4															
		Abnormal flexion	3															
		Extension	2															
None		1																
Not testable		NT																
Temperature (°C)				40														
				39														
				38														
				37														
				36														
				35														
Blood pressure and pulse rate				230														
				220														
				210														
				200														
				190														
				180														
				170														
				160														
				150														
				140														
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				100														
				90														
				80														
				70														
				60														
50																		
40																		
30																		
20																		
Respirations																		
Oxygen Saturations																		
PUPILS		Right	Size															
			Reaction															
		Left	Size															
			Reaction															
LIMB MOVEMENT	Arms	Normal power																
		Mild weakness																
		Severe weakness																
		Spastic flexion																
		Extension																
		No response																
	Legs	Normal power																
		Mild weakness																
		Severe weakness																
		Extension																
		No response																
Total GCS Score																		
Initials:																		

PROMPT – MODIFIED OBSTETRIC EARLY WARNING SCORE CHART v3 (FOR MATERNITY USE ONLY)

Use identification label or: Name:
DOB:
Hospital No:
Ward:

Date:															
Time:															
Respirations (write rate in corresp. box)	>30												>30		
	21-30												21-30		
	11-20												11-20		
	0-10												0-10		
Saturations if applicable (write sats in corresp. box)	95-100%												95-100%		
	<95%												<95%		
Administered O <sub>2</sub> (L/min.)													(L/min)		
■ Temp	39												39		
	38												38		
	37												37		
	36												36		
	35												35		
■ Heart rate	170												170		
	160												160		
	150												150		
	140												140		
	130												130		
	120												120		
	110												110		
	100												100		
	90												90		
	80												80		
Systolic blood pressure	70												70		
	60												60		
	50												50		
	40												40		
	200												200		
	190												190		
	180												180		
	170												170		
	160												160		
	150												150		
	140												140		
	130												130		
	120												120		
	110												110		
	100												100		
Diastolic blood pressure	90												90		
	80												80		
	70												70		
	60												60		
	50												50		
	40												40		
	Urine	passed (Y/N)												passed (Y/N)	
	Proteinuria	protein ++												protein ++	
		Protein >++												protein >++	
	Amniotic fluid	Clear (C) Pink (P)												Clear (C) Pink (P)	
Green (G)													Green (G)		
Neuro response (v)	Alert												Alert		
	Voice												Voice		
	Pain												Pain		
	Unresponsive												Unresponsive		
Pain score (no.)	0-1												0-1		
	2-3												2-3		
Lochia	Normal (N)												Normal (N)		
	Heavy (H) Fresh (F) Offensive (O)												Heavy (H) Fresh (F) Offensive (O)		
Looks unwell	NO (v)												NO (v)		
	YES (v)												YES (v)		
Total number of amber boxes															
Total number of red boxes															
Monitoring frequency:															
Escalation of care Y/N:															
Initials:															

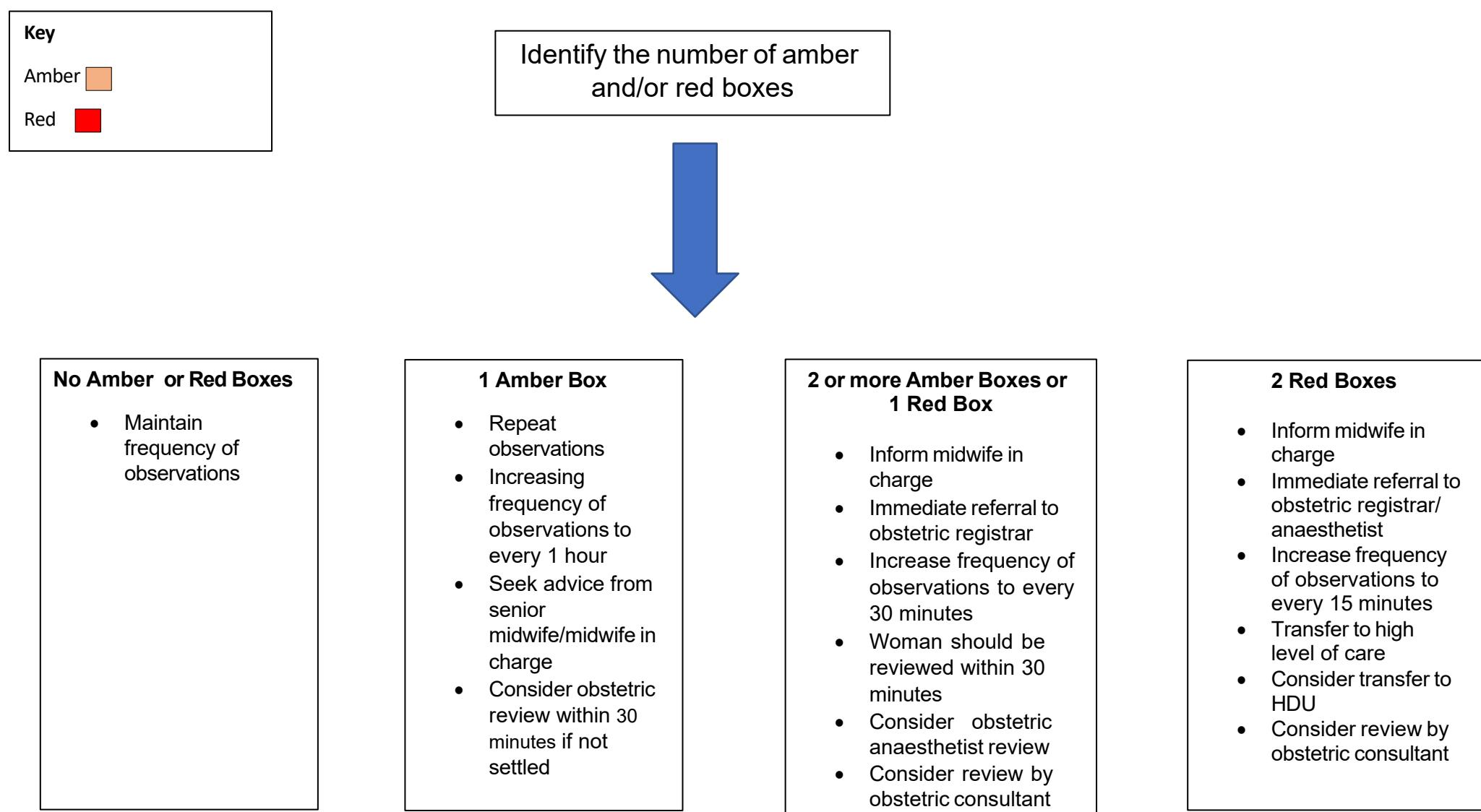
### Guidance for using Modified Obstetric Early Warning Score Chart

<b>A – Alert</b>	Alert and orientated
<b>V – Voice</b>	Drowsy but answers to name or some kind of response when addressed
<b>P – Pain</b>	Rousable with difficulty but makes response when shaken or mild pain is inflicted (e.g. rubbing sternum, pinching ears)
<b>U - Unresponsive</b>	No response to voice, shaking or pain

**Pain scores:** Record pain levels as follows:

- 0 – No pain
- 1 – Mild pain
- 2 – Moderate pain
- 3 – Severe pain

**Scoring and responding:** Document all the scores for all parameters at bottom of the chart. Follow the escalation algorithm.



**Instructions:**

- Each question should be asked in two parts.  
First, the participant is asked to choose between a 'yes' and 'no' answer.  
If their answer is 'no', then the score in the 'no' column should be recorded as ('0').  
If their answer is 'yes', they should be asked if that is 'sometimes' or 'always', and the score recorded as appropriate.
- Supplementary questions (italics) may be used if the primary question is not understood completely.
- If a response is unclear, ask for specific examples of what the participant means, or talk with them about their answer until you feel able to score their response.

**Introduction:**

To establish a frame of reference for 'In the last week...' remind the person about a specific event that happened 1 week ago that can serve as a reference point.

Start the interview by saying:

**'I am going to ask you about how you have been feeling in the past week or since [state specific event from 1 week ago].'**

In the last week...		Never/No	Sometimes	Always/ A lot
1.	<b>Have you felt sad?</b> <i>Have you felt upset? Have you felt miserable? Have you felt depressed?</i>	0	1	2
2.	<b>Have you felt as if you are in a bad mood?</b> <i>Have you lost your temper? Have you felt as if you want to shout at people?</i>	0	1	2
3.	<b>Have you enjoyed the things you've done?</b> <i>Have you had fun? Have you enjoyed yourself?</i>	2	1	0
4.	<b>Have you enjoyed talking to people and being with other people?</b> <i>Have you liked having people around you? Have you enjoyed other people's company?</i>	2	1	0
5.	<b>Have you made sure you have washed yourself, worn clean clothes, brushed your teeth and combed your hair?</b> <i>Have you taken care of the way you look? Have you looked after your appearance?</i>	2	1	0
6.	<b>Have you felt tired during the day?</b> <i>Have you gone to sleep during the day? Have you found it hard to stay awake during the day?</i>	0	1	2
7.	<b>Have you cried?</b>	0	1	2
8.	<b>Have you been able to pay attention to things like watching TV?</b> <i>Have you been able to concentrate on things (like TV shows)?</i>	2	1	0
9.	<b>Have you found it hard to make decisions?</b> <i>Have you found it hard to decide what to wear, or what to do? Have you found it hard to choose between two things?</i>	0	1	2
10.	<b>Have you found it hard to sit still?</b> <i>Have you fidgeted when you are sitting down? Have you been moving around a lot, like you can't help it?</i>	0	1	2
11.	<b>Have you been eating too little or eating too much?</b> <i>Do people say you should eat more or less? [positive response for eating too much or too little is scored]</i>	0	1	2
12.	<b>Have you found it hard to get a good night's sleep?</b> <i>Have you found it hard to fall asleep at night? Have you woken up in the middle of the night and found it hard to get back to sleep? Have you woken up too early in the morning?</i>	0	1	2
13.	<b>Have you felt that life is not worth living?</b> <i>Have you wished you could die? Have you felt you do not want to go on living?</i>	0	1	2
14.	<b>Have you felt as if everything is your fault?</b> <i>Have you felt as if people blame you for things? Have you felt that things happen because of you?</i>	0	1	2

<b>In the last week..</b>	<b>Never/No</b>	<b>Sometimes</b>	<b>Always/ A lot</b>
15. <b>Have you felt that other people are looking at you, talking about you, or laughing at you?</b> <i>Have you worried about what other people think of you?</i>	0	1	2
16. <b>Have you become very upset if someone says you have done something wrong or you have made a mistake?</b> <i>Do you feel sad if someone disagrees with you or argues with you?</i> <i>Do you feel like crying if someone disagrees with you or argues with you?</i>	0	1	2
17. <b>Have you felt worried?</b> <i>Have you felt nervous?</i> <i>Have you felt tense/wound up/on edge?</i>	0	1	2
18. <b>Have you thought that bad things keep happening to you?</b> <i>Have you felt that nothing nice ever happens to you anymore?</i>	0	1	2
19. <b>Have you felt happy when something good happened?</b> <i>If nothing good has happened in the last week then ask: If someone gave you a nice present, would that make you happy?</i>	2	1	0
<b>20. Totals</b>			
21.		<b>Grand total</b>	

### SCORING INSTRUCTIONS

Note: At the conclusion of the interview, add up the scores. If you calculate a score of 13 or greater, please do one of the following:

1. seek a referral to the individual's general practitioner; or
2. seek the consultation of the psychologist on the interdisciplinary team.

## Glasgow anxiety scale for people with an intellectual disability (GAS-ID)

Questions	Never	Sometimes	Always
<b>Worries</b>			
1 Do you worry a lot?	0	1	2
2 Do you have lots of thoughts that go round in your head?	0	1	2
3 Do you worry about your parents/family??	0	1	2
4 Do you worry about what will happen in the future??	0	1	2
5 Do you worry that something awful might happen??	0	1	2
6 Do you worry if you do not feel well??	0	1	2
7 Do you worry when you are doing something new??	0	1	2
8 Do you worry about what you are doing tomorrow??	0	1	2
9 Can you stop worrying?	0	1	2
10 Do you worry about death/dying?	0	1	2
<b>Specific fears</b>			
11 Do you get scared in the dark?	0	1	2
12 Do you feel scared when you are high up?	0	1	2
13 Do you feel scared in lifts or on escalators?	0	1	2
14 Are you scared of dogs	0	1	2
15 Are you scared of spiders?	0	1	2
16 Do you feel scared going to see the doctor or dentist??	0	1	2
17 Do you feel scared meeting new people?	0	1	2
18 Do you feel scared in busy places?	0	1	2
19 Do you feel scared in wide open spaces?	0	1	2
<b>Physiological symptoms</b>			
20 Do you ever feel hot and sweaty?	0	1	2
21 Does your heart beat faster?	0	1	2
22 Do your hands and legs shake?	0	1	2
23 Does your stomach ever feel funny, like butterflies?	0	1	2
24 Do you ever feel breathless?	0	1	2
25 Do you feel like you need to go to the toilet more than usual?	0	1	2
26 Is it difficult to sit still?	0	1	2
27 Do you feel panicky?	0	1	2
<b>Totals</b>			
		<b>Grand total</b>	

### SCORING INSTRUCTIONS

Note: At the conclusion of the interview, add up the scores. If you calculate a score of 13 or greater, please do one of the following:

1. seek a referral to the individual's general practitioner; or
2. seek the consultation of the psychologist on the interdisciplinary team.

# Six-item cognitive impairment test (6CIT)

Patient's name:

Date of birth:

	Date: YESTERDAY	Date:	Date:
Question	Score	Score	Score
<b>What year is it?</b> Correct = 0 points Incorrect = 4 points			
<b>What month is it?</b> Correct = 0 points Incorrect = 3 points			
<b>Remember this name and address:</b> John Smith, 42 High Street, Bedford			
<b>About what time is it, within one hour?</b> Correct = 0 points Incorrect = 3 points			
<b>Count backwards from 20 to 1</b> Correct = 0 points 1 error = 2 points >1 error = 4 points			
<b>Say the months of the year in reverse</b> Correct = 0 points 1 error = 2 points >1 errors = 4 points			
<b>What was the name and address I asked you to remember?</b> 1 error = 2 points 2 errors = 4 points 3 errors = 6 points 4 errors = 8 points 5 errors = 10 points			
<b>Total score</b>	/28	/28	/28

## 6CIT scoring

0-7 = normal

Referral not necessary

8-9 = mild cognitive impairment

Probably refer

10-28 = significant cognitive impairment

Refer

## The Patient Health Questionnaire (PHQ-9)

Patient name \_\_\_\_\_

NHS number \_\_\_\_\_

Date \_\_\_\_\_

Over the past 2 weeks, how often have you been bothered by any of the following problems?

Not at all      Several days      More than half the days      Nearly every day

1. Little interest or pleasure in doing things	0	1	2	3
2. Feeling down, depressed or hopeless	0	1	2	3
3. Trouble falling asleep, staying asleep, or sleeping too much	0	1	2	3
4. Feeling tired or having little energy	0	1	2	3
5. Poor appetite or overeating	0	1	2	3
6. Feeling bad about yourself – or that you're a failure or have let yourself or your family down	0	1	2	3
7. Trouble concentrating on things, such as reading the newspaper or watching television	0	1	2	3
8. Moving or speaking so slowly that other people could have noticed. Or, the opposite – being so fidgety or restless that you have been moving around a lot more than usual	0	1	2	3
9. Thoughts that you would be better off dead or hurting yourself in some way	0	1	2	3
Column totals				
Add totals together				

<b>PHQ-9 score</b>	<b>Provisional diagnosis</b>	<b>Treatment recommendation</b> <i>Patient preferences should be considered.</i>
5 – 9	Minimal symptoms	Support, educate to call if worse, return in one month
10 – 14	Minor depression Dysthymia Major depression, mild	Support, watchful waiting Antidepressant or psychotherapy Antidepressant or psychotherapy
15 – 19	Major depression, moderately severe	Antidepressant or psychotherapy
> 20	Major depression, severe	Antidepressant and psychotherapy (especially if not improved on monotherapy)

## 'MUST'

'MUST' is a five-step screening tool to identify **adults**, who are malnourished, at risk of malnutrition (undernutrition), or obese. It also includes management guidelines which can be used to develop a care plan.

It is for use in hospitals, community and other care settings and can be used by all care workers.

**This guide contains:**

- A flow chart showing the 5 steps to use for screening and management
- BMI chart
- Weight loss tables
- Alternative measurements when BMI cannot be obtained by measuring weight and height.

## The 5 'MUST' Steps

### Step 1

**Measure height and weight to get a BMI score using chart provided. If unable to obtain height and weight, use the alternative procedures shown in this guide.**

### Step 2

**Note percentage unplanned weight loss and score using tables provided.**

### Step 3

**Establish acute disease effect and score.**

### Step 4

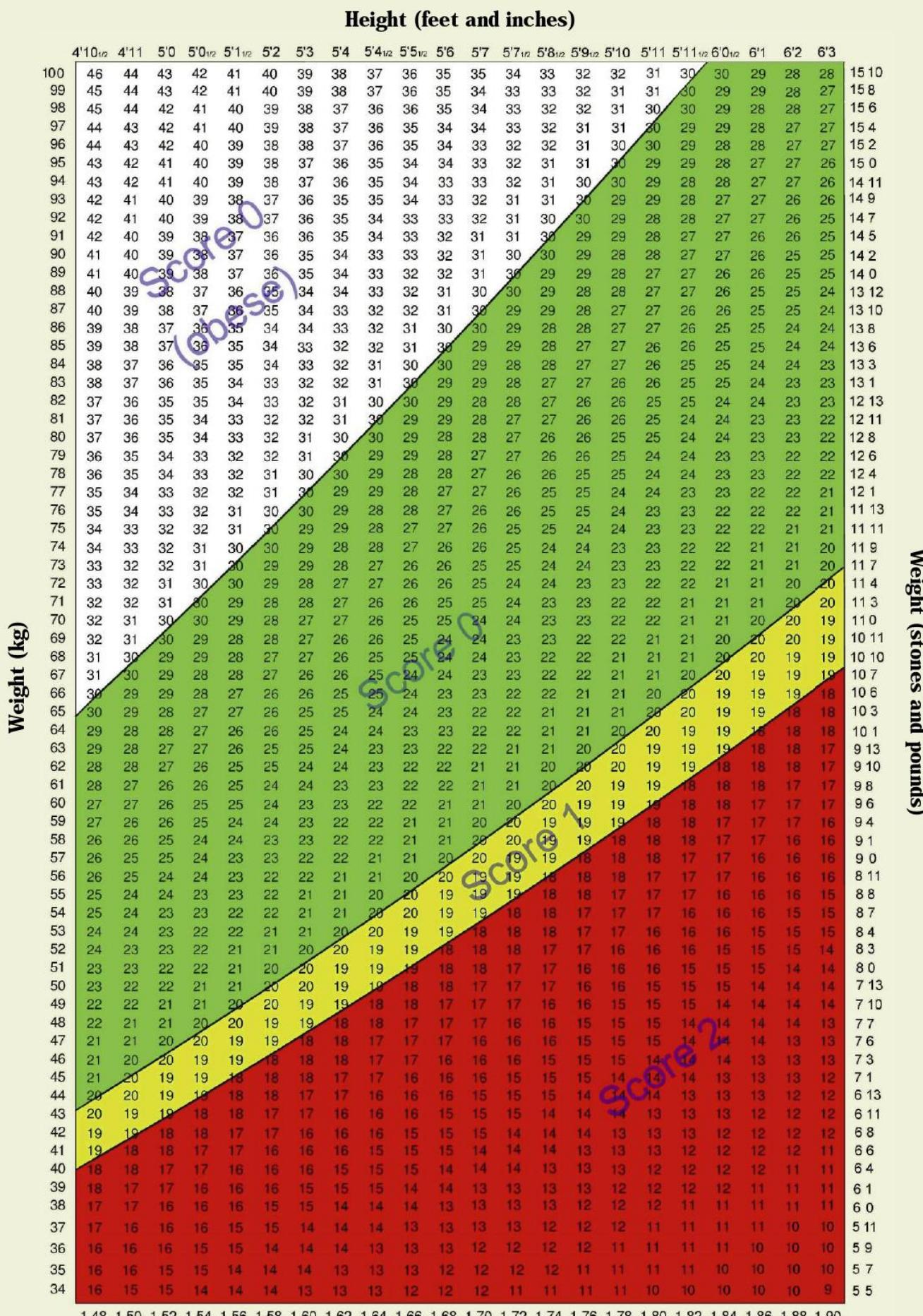
**Add scores from steps 1, 2 and 3 together to obtain overall risk of malnutrition.**

### Step 5

**Use management guidelines and/or local policy to develop care plan.**

Please refer to *The 'MUST' Explanatory Booklet* for more information when weight and height cannot be measured, and when screening patient groups in which extra care in interpretation is needed (e.g. those with fluid disturbances, plaster casts, amputations, critical illness and pregnant or lactating women). The booklet can also be used for training. See *The 'MUST' Report* for supporting evidence. Please note that 'MUST' has not been designed to detect deficiencies or excessive intakes of vitamins and minerals and is of **use only in adults**.

## Step 1 – BMI score (& BMI)



# Step 1 + Step 2 + Step 3

## BMI score

## Weight loss score

## Acute disease effect score

BMI kg/m <sup>2</sup>	Score
>20(>30 Obese)	= 0
18.5 - 20	= 1
<18.5	= 2

Unplanned weight loss in past 3-6 months	
%	Score
<5	= 0
5-10	= 1
>10	= 2

If patient is acutely ill **and** there has been or is likely to be no nutritional intake for >5 days  
**Score 2**

If unable to obtain height and weight, see reverse for alternative measurements and use of subjective criteria

## Step 4

### Overall risk of malnutrition

Add Scores together to calculate overall risk of malnutrition

Score 0 Low Risk   Score 1 Medium Risk   Score 2 or more High Risk

## Step 5

### Management guidelines

#### 0 Low Risk

##### Routine clinical care

- Repeat screening  
Hospital – weekly  
Care Homes – monthly  
Community – annually  
for special groups  
e.g. those >75 yrs

#### 1 Medium Risk

##### Observe

- Document dietary intake for 3 days if subject in hospital or care home
- If improved or adequate intake – little clinical concern; if no improvement – clinical concern - follow local policy
- Repeat screening  
Hospital – weekly  
Care Home – at least monthly  
Community – at least every 2-3 months

#### 2 or more High Risk

##### Treat\*

- Refer to dietitian, Nutritional Support Team or implement local policy
- Improve and increase overall nutritional intake
- Monitor and review care plan  
Hospital – weekly  
Care Home – monthly  
Community – monthly

\* Unless detrimental or no benefit is expected from nutritional support e.g. imminent death.

#### All risk categories:

- Treat underlying condition and provide help and advice on food choices, eating and drinking when necessary.
- Record malnutrition risk category.
- Record need for special diets and follow local policy.

#### Obesity:

- Record presence of obesity. For those with underlying conditions, these are generally controlled before the treatment of obesity.

**Re-assess subjects identified at risk as they move through care settings**

See The 'MUST' Explanatory Booklet for further details and The 'MUST' Report for supporting evidence.

## Step 2 – Weight loss score

Weight before weight loss (kg)

	SCORE 0 Wt Loss < 5%	SCORE 1 Wt Loss 5-10%	SCORE 2 Wt Loss > 10%
34 kg	<1.70	1.70 – 3.40	>3.40
36 kg	<1.80	1.80 – 3.60	>3.60
38 kg	<1.90	1.90 – 3.80	>3.80
40 kg	<2.00	2.00 – 4.00	>4.00
42 kg	<2.10	2.10 – 4.20	>4.20
44 kg	<2.20	2.20 – 4.40	>4.40
46 kg	<2.30	2.30 – 4.60	>4.60
48 kg	<2.40	2.40 – 4.80	>4.80
50 kg	<2.50	2.50 – 5.00	>5.00
52 kg	<2.60	2.60 – 5.20	>5.20
54 kg	<2.70	2.70 – 5.40	>5.40
56 kg	<2.80	2.80 – 5.60	>5.60
58 kg	<2.90	2.90 – 5.80	>5.80
60 kg	<3.00	3.00 – 6.00	>6.00
62 kg	<3.10	3.10 – 6.20	>6.20
64 kg	<3.20	3.20 – 6.40	>6.40
66 kg	<3.30	3.30 – 6.60	>6.60
68 kg	<3.40	3.40 – 6.80	>6.80
70 kg	<3.50	3.50 – 7.00	>7.00
72 kg	<3.60	3.60 – 7.20	>7.20
74 kg	<3.70	3.70 – 7.40	>7.40
76 kg	<3.80	3.80 – 7.60	>7.60
78 kg	<3.90	3.90 – 7.80	>7.80
80 kg	<4.00	4.00 – 8.00	>8.00
82 kg	<4.10	4.10 – 8.20	>8.20
84 kg	<4.20	4.20 – 8.40	>8.40
86 kg	<4.30	4.30 – 8.60	>8.60
88 kg	<4.40	4.40 – 8.80	>8.80
90 kg	<4.50	4.50 – 9.00	>9.00
92 kg	<4.60	4.60 – 9.20	>9.20
94 kg	<4.70	4.70 – 9.40	>9.40
96 kg	<4.80	4.80 – 9.60	>9.60
98 kg	<4.90	4.90 – 9.80	>9.80
100 kg	<5.00	5.00 – 10.00	>10.00
102 kg	<5.10	5.10 – 10.20	>10.20
104 kg	<5.20	5.20 – 10.40	>10.40
106 kg	<5.30	5.30 – 10.60	>10.60
108 kg	<5.40	5.40 – 10.80	>10.80
110 kg	<5.50	5.50 – 11.00	>11.00
112 kg	<5.60	5.60 – 11.20	>11.20
114 kg	<5.70	5.70 – 11.40	>11.40
116 kg	<5.80	5.80 – 11.60	>11.60
118 kg	<5.90	5.90 – 11.80	>11.80
120 kg	<6.00	6.00 – 12.00	>12.00
122 kg	<6.10	6.10 – 12.20	>12.20
124 kg	<6.20	6.20 – 12.40	>12.40
126 kg	<6.30	6.30 – 12.60	>12.60

Weight before weight loss (st lb)

	SCORE 0 Wt Loss < 5%	SCORE 1 Wt Loss 5-10%	SCORE 2 Wt Loss > 10%
5st 4lb	<4lb	4lb – 7lb	>7lb
5st 7lb	<4lb	4lb – 8lb	>8lb
5st 11lb	<4lb	4lb – 8lb	>8lb
6st	<4lb	4lb – 8lb	>8lb
6st 4lb	<4lb	4lb – 9lb	>9lb
6st 7lb	<5lb	5lb – 9lb	>9lb
6st 11lb	<5lb	5lb – 10lb	>10lb
7st	<5lb	5lb – 10lb	>10lb
7st 4lb	<5lb	5lb – 10lb	>10lb
7st 7lb	<5lb	5lb – 11lb	>11lb
7st 11lb	<5lb	5lb – 11lb	>11lb
8st	<6lb	6lb – 11lb	>11lb
8st 4lb	<6lb	6lb – 12lb	>12lb
8st 7lb	<6lb	6lb – 12lb	>12lb
8st 11lb	<6lb	6lb – 12lb	>12lb
9st	<6lb	6lb – 13lb	>13lb
9st 4lb	<7lb	7lb – 13lb	>13lb
9st 7lb	<7lb	7lb – 13lb	>13lb
9st 11lb	<7lb	7lb – 1st 0lb	>1st 0lb
10st	<7lb	7lb – 1st 0lb	>1st 0lb
10st 4lb	<7lb	7lb – 1st 0lb	>1st 0lb
10st 7lb	<7lb	7lb – 1st 1lb	>1st 1lb
10st 11lb	<8lb	8lb – 1st 1lb	>1st 1lb
11st	<8lb	8lb – 1st 1lb	>1st 1lb
11st 4lb	<8lb	8lb – 1st 2lb	>1st 2lb
11st 7lb	<8lb	8lb – 1st 2lb	>1st 2lb
11st 11lb	<8lb	8lb – 1st 3lb	>1st 3lb
12st	<8lb	8lb – 1st 3lb	>1st 3lb
12st 4lb	<9lb	9lb – 1st 3lb	>1st 3lb
12st 7lb	<9lb	9lb – 1st 4lb	>1st 4lb
12st 11lb	<9lb	9lb – 1st 4lb	>1st 4lb
13st	<9lb	9lb – 1st 4lb	>1st 4lb
13st 4lb	<9lb	9lb – 1st 5lb	>1st 5lb
13st 7lb	<9lb	9lb – 1st 5lb	>1st 5lb
13st 11lb	<10lb	10lb – 1st 5lb	>1st 5lb
14st	<10lb	10lb – 1st 6lb	>1st 6lb
14st 4lb	<10lb	10lb – 1st 6lb	>1st 6lb
14st 7lb	<10lb	10lb – 1st 6lb	>1st 6lb
14st 11lb	<10lb	10lb – 1st 7lb	>1st 7lb
15st	<11lb	11lb – 1st 7lb	>1st 7lb
15st 4lb	<11lb	11lb – 1st 7lb	>1st 7lb
15st 7lb	<11lb	11lb – 1st 8lb	>1st 8lb
15st 11lb	<11lb	11lb – 1st 8lb	>1st 8lb
16st	<11lb	11lb – 1st 8lb	>1st 8lb
16st 4lb	<11lb	11lb – 1st 9lb	>1st 9lb
16st 7lb	<12lb	12lb – 1st 9lb	>1st 9lb

# Alternative measurements and considerations

## Step 1: BMI (body mass index)

### If height cannot be measured

- Use recently documented or self-reported height (if reliable and realistic).
- If the subject does not know or is unable to report their height, use one of the alternative measurements to estimate height (ulna, knee height or demispan).

### If height & weight cannot be obtained

- Use mid upper arm circumference (MUAC) measurement to estimate BMI category.

## Step 2: Recent unplanned weight loss

If recent weight loss cannot be calculated, use self-reported weight loss (if reliable and realistic).

### Subjective criteria

If height, weight or BMI cannot be obtained, the following criteria which relate to them can assist your professional judgement of the subject's nutritional risk category. Please note, use of these criteria is not designed to assign a score.

#### 1. BMI

- Clinical impression – thin, acceptable weight, overweight. Obvious wasting (very thin) and obesity (very overweight) can also be noted.

#### 2. Unplanned weight loss

- Clothes and/or jewellery have become loose fitting (weight loss).
- History of decreased food intake, reduced appetite or swallowing problems over 3-6 months and underlying disease or psycho-social/physical disabilities likely to cause weight loss.

#### 3. Acute disease effect

- No nutritional intake or likelihood of no intake for more than 5 days.

Further details on taking alternative measurements, special circumstances and subjective criteria can be found in *The 'MUST' Explanatory Booklet*. A copy can be downloaded at [www.bapen.org.uk](http://www.bapen.org.uk) or purchased from the BAPEN office. The full evidence-base for 'MUST' is contained in *The 'MUST' Report* and is also available for purchase from the BAPEN office.

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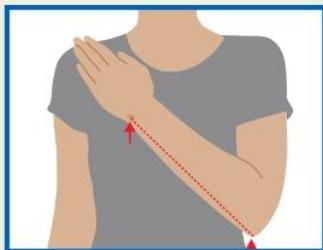
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## Alternative measurements: instructions and tables

If height cannot be obtained, use length of forearm (ulna) to calculate height using tables below. (See *The 'MUST' Explanatory Booklet* for details of other alternative measurements (knee height and demispan) that can also be used to estimate height).

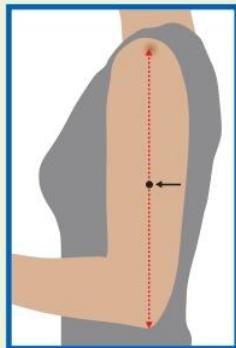
### Estimating height from ulna length



Measure between the point of the elbow (olecranon process) and the midpoint of the prominent bone of the wrist (styloid process) (left side if possible).

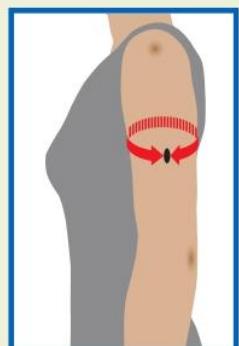
HEIGHT (m)	Men (<65 years)	1.94	1.93	1.91	1.89	1.87	1.85	1.84	1.82	1.80	1.78	1.76	1.75	1.73	1.71
	Men (>65 years)	1.87	1.86	1.84	1.82	1.81	1.79	1.78	1.76	1.75	1.73	1.71	1.70	1.68	1.67
	Ulna length (cm)	32.0	31.5	31.0	30.5	30.0	29.5	29.0	28.5	28.0	27.5	27.0	26.5	26.0	25.5
HEIGHT (m)	Women (<65 years)	1.84	1.83	1.81	1.80	1.79	1.77	1.76	1.75	1.73	1.72	1.70	1.69	1.68	1.66
	Women (>65 years)	1.84	1.83	1.81	1.79	1.78	1.76	1.75	1.73	1.71	1.70	1.68	1.66	1.65	1.63

### Estimating BMI category from mid upper arm circumference (MUAC)



The subject's left arm should be bent at a 90 degree angle, with the upper arm held parallel to the side of the body. Measure the distance between the bony protrusion on the shoulder (acromion) and the point of the elbow (olecranon process). Mark the mid-point.

Ask the subject to let arm hang loose and measure around the upper arm at the mid-point, making sure that the tape measure is snug but not tight.



If MUAC is < 23.5 cm, BMI is likely to be <20 kg/m<sup>2</sup>.

If MUAC is > 32.0 cm, BMI is likely to be >30 kg/m<sup>2</sup>.

The use of MUAC provides a general indication of BMI and is not designed to generate an actual score for use with 'MUST'. For further information on use of MUAC please refer to *The 'MUST' Explanatory Booklet*.

# Oral health assessment tool

Resident:

Completed by:

Date:

**Scores** – You can circle individual words as well as giving a score in each category  
 (\* if 1 or 2 scored for any category please organise for a dentist to examine the resident)  
**0 = healthy 1 = changes\* 2 = unhealthy\***

<b>Lips:</b>	<b>Dental pain:</b>	<b>Natural teeth Yes/No:</b>
Smooth, pink, moist	No behavioural, verbal, or physical signs of dental pain	No decayed or broken teeth or roots
Dry, chapped, or red at corners	There are verbal and/or behavioural signs of pain such as pulling at face, chewing lips, not eating, aggression	1–3 decayed or broken teeth or roots or very worn down teeth
Swelling or lump, white, red or ulcerated patch; bleeding or ulcerated at corners	There are physical pain signs (swelling of cheek or gum, broken teeth, ulcers), as well as verbal and/or behavioural signs (pulling at face, not eating, aggression)	4+ decayed or broken teeth or roots, or very worn down teeth, or less than 4 teeth
<b>Oral cleanliness:</b>	<b>Dentures Yes/No:</b>	
Clean and no food particles or tartar in mouth or dentures	No broken areas or teeth, dentures regularly worn, and named	
Food particles, tartar or plaque in 1–2 areas of the mouth or on small area of dentures or halitosis (bad breath)	1 broken area or tooth or dentures only worn for 1–2 hours daily, or dentures not named, or loose	
Food particles, tartar or plaque in most areas of the mouth or on most of dentures or severe halitosis (bad breath)	More than 1 broken area or tooth, denture missing or not worn, loose and needs denture adhesive, or not named	
<b>Saliva:</b>	<b>Tongue:</b>	<b>Gums and tissues:</b>
Moist tissues, watery and free flowing saliva	Normal, moist roughness, pink	Pink, moist, smooth, no bleeding
Dry, sticky tissues, little saliva present, resident thinks they have a dry mouth	Patchy, fissured, red, coated	Dry, shiny, rough, red, swollen, 1 ulcer or sore spot under dentures
Tissues parched and red, little or no saliva present, saliva is thick, resident thinks they have a dry mouth	Patch that is red and/or white, ulcerated, swollen	Swollen, bleeding, ulcers, white/red patches, generalised redness under dentures

- Organise for resident to have a dental examination by a dentist
- Resident and/or family or guardian refuses dental treatment
- Complete oral hygiene care plan and start oral hygiene care interventions for resident
- Review this resident's oral health again on date:

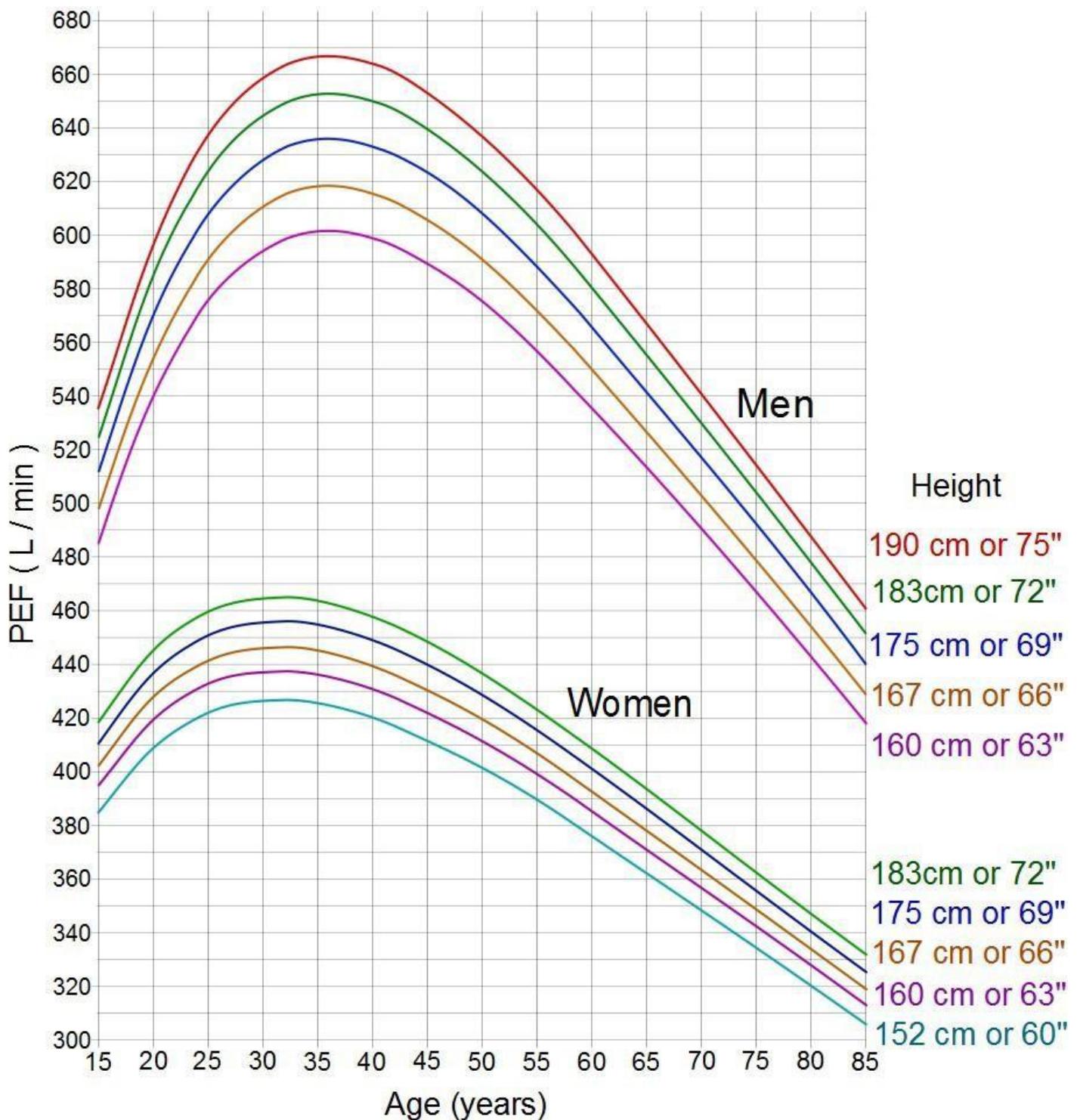
## Peak expiratory flow rate chart:

Patient name:

D.O.B:

Address:

### Normal values for peak expiratory flow (PEF) EN 13826 or EU scale



# PAEDIATRIC NORMAL VALUES

## PEAK EXPIRATORY FLOW RATE

For use with EU/ EN13826 scale PEF meters only

Height (m)	Height (ft)	Predicted EU PEFR (Umin)		Height (m)	Height (ft)	Predicted EU PEFR (Umin)
0.85	2'9"	87		1.30	4'3"	212
0.90	2'11"	95		1.35	4'5"	233
0.95	3'1"	104		1.40	4'7"	254
1.00	3'3"	115		1.45	4'9"	276
1.05	3'5"	127		1.50	4'11	299
1.10	3'7"	141		1.55	5'1	323
1.15	3'9"	157		1.60	5'3"	346
1.20	3'11"	174		1.65	5'5"	370
1.25	4'1"	192		1.70	5'7"	393

Normal PEF values in children correlate best with height; with increasing age, larger differences occur between the sexes. These predicted values are based on the formulae given in Lung Function by J.E. Cotes (Fourth Edition), adapted for EU scale Mini-Wright peak flow meters by Clement Clarke.



Date of preparation - 7th October 2004

Mini-Wright (Standard Range) EU scale  
Blue text on a yellow background

Single Patient Use: Part Ref: 3103388  
Multiple Patient Use: Part Ref: 3103387  
NHS Logistics Code: FDD 609

Mini-Wright (Low Range) EU scale  
Blue text on a yellow background

Single Patient use: Part Ref: 3104708  
Multiple Patient Use: Part Ref: 3104710  
[www.peakflow.com](http://www.peakflow.com)

**CLEMENT CLARKE INTERNATIONAL**  
Precision by Tradition

Clement Clarke International Ltd. Edinburgh Way, Harlow, Essex. England CM20 2TT U.K.  
Tel. +44 (0) 1279 414969 Fax. +44 (0) 1279 456304 [www.peakflow.com](http://www.peakflow.com) email: [resp@clement-clarke.com](mailto:resp@clement-clarke.com)



## Distress and Discomfort Assessment Tool

Individual's name:

Date of birth:

Gender:

NHS no.:

Your name:

Date completed:

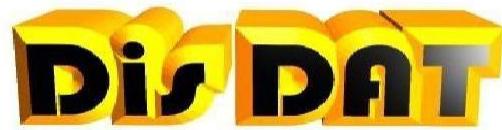
Names of others  
who helped to  
complete this form:

### THE DISTRESS PASSPORT

Summary of signs and behaviours when content and when distressed

	When CONTENT	When DISTRESSED
<b>APPEARANCE</b>	<ul style="list-style-type: none"><li>• Face:</li><li>• Jaw &amp; tongue:</li><li>• Eyes:</li><li>• Skin:</li></ul>	<ul style="list-style-type: none"><li>• Passive/smiling</li><li>• Relaxed</li><li>• Limited eye contact</li><li>• Normal</li></ul>
<b>VOCAL SOUNDS</b>	<ul style="list-style-type: none"><li>• Sounds:</li><li>• Speech:</li></ul>	<ul style="list-style-type: none"><li>• Low, short, laugh</li><li>• Unclear, slow, soft</li></ul>
<b>HABITS &amp; MANNERISMS</b>	<ul style="list-style-type: none"><li>• Habits:</li><li>• Mannerisms:</li><li>• Comfortable distance:</li></ul>	<ul style="list-style-type: none"><li>• Fidgety</li><li>• Relaxed arm movements</li><li>• Close, only if known</li></ul>
<b>POSTURE &amp; OBSERVATIONS</b>	<ul style="list-style-type: none"><li>• Posture:</li><li>• Observations:</li></ul>	<ul style="list-style-type: none"><li>• Rock back and forward</li><li>• Clenching fists and arms of chair</li><li>• No-one allowed close</li></ul>
<b>Known triggers of distress</b> (write here any actions or situations that usually cause or worsen distress):		

# Distress and Discomfort Assessment Tool



Please take some time to think about and observe the individual under your care, especially their appearance and behaviours when they are both content and distressed. Use these pages to document these.

We have listed words in each section to help you to describe the signs and behaviours. You can circle the word or words that best describe the signs and behaviours when they are content and when they are distressed.

Your descriptions will provide you with a clearer picture of their 'language' of distress.

COMMUNICATION LEVEL *	Ring their level when	well	unwell
This individual is unable to show likes or dislikes		Level 0	Level 0
This individual is able to show that they like or don't like something		Level 1	Level 1
This individual is able to show that they want more, or have had enough of something		Level 2	Level 2
This individual is able to show anticipation for their like or dislike of something		Level 3	Level 3
This individual is able to communicate detail, qualify, specify and/or indicate opinions		Level 4	Level 4

\* This is adapted from the Kidderminster Curriculum for Children and Adults with Profound Multiple Learning Difficulty (Jones, 1994, National Portage Association).

## FACIAL SIGNS

### Appearance

What to do	Appearance when content	Appearance when distressed
<input checked="" type="checkbox"/> the words that best fit the facial appearance. Add your words if you want.	Passive      Laugh      Smile      Frown Grimace      Startled <b>In your own words:</b>	Passive      Laugh      Smile      Frown Grimace      Startled      Frightened <b>In your own words:</b>

### Jaw or tongue movement

What to do	Movement when content	Movement when distressed
<input checked="" type="checkbox"/> the words that best fit the jaw or tongue movement. Add your words if you want.	Relaxed      Drooping      Grinding Biting      Rigid      Shaking <b>In your own words:</b>	Relaxed      Drooping      Grinding Biting      Rigid      Shaking <b>In your own words:</b>

### Appearance of eyes

What to do	Appearance when content	Appearance when distressed
<input checked="" type="checkbox"/> the words that best fit the appearance of the eyes. Add your words if you want.	Good eye contact      Little eye contact Avoiding eye contact      Closed eyes Staring      Sleepy eyes 'Smiling'      Winking      Vacant Tears      Dilated pupils <b>In your own words:</b>	Good eye contact      Little eye contact Avoiding eye contact      Closed eyes Staring      Sleepy eyes 'Smiling'      Winking      Vacant Tears      Dilated pupils <b>In your own words:</b>

### BODY OBSERVATIONS: SKIN APPEARANCE

What to do	Appearance when content	Appearance when distressed
<input checked="" type="checkbox"/> the words that best fit the describe the appearance of the skin. Add your words if you want.	Normal      Pale     Flushed Sweaty      Clammy <b>In your own words:</b>	Normal      Pale     Flushed Sweaty      Clammy <b>In your own words:</b>

## VOCAL SOUNDS (NB. The sounds that a person makes are not always linked to their feelings)

What to do	Sounds when content	Sounds when distressed
<p><i>(Ring)</i> the words that best describe the sounds</p> <p>Write down commonly used sounds (write it as it sounds; 'tizz', 'eeiow', 'tetetetete'):</p> <p>.....</p> <p>.....</p> <p>.....</p>	<p><b>Volume:</b> high      medium      low</p> <p><b>Pitch:</b> high      medium      low</p> <p><b>Duration:</b> short      intermittent      long</p> <p><b>Description of sound / vocalisation:</b></p> <p>Cry out      Wail      Scream      laugh      Groan / moan      shout      Gurgle</p> <p><b>In your own words:</b></p>	<p><b>Volume:</b> high      medium      low</p> <p><b>Pitch:</b> high      medium      low</p> <p><b>Duration:</b> short      intermittent      long</p> <p><b>Description of sound / vocalisation:</b></p> <p>Cry out      Wail      Scream      laugh Groan / moan      shout      Gurgle</p> <p><b>In your own words:</b></p>

## SPEECH

What to do	Words when content	Words when distressed
Write down commonly used words and phrases. If no words are spoken, write NONE		
<p><i>(Ring)</i> the words which best describe the speech</p>	<p>Clear      Stutters      Slurred      Unclear</p> <p>Muttering      Fast      Slow</p> <p>Loud      Soft      Whisper</p> <p>Other, eg. swearing:</p>	<p>Clear      Stutters      Slurred      Unclear</p> <p>Muttering      Fast      Slow</p> <p>Loud      Soft      Whisper</p> <p>Other, eg. swearing:</p>

## HABITS & MANNERISMS

What to do	Habits and mannerisms when content	Habits and mannerisms when distressed
Write down the habits or mannerisms, eg. "Rocks when sitting"	Fidgety with relaxed arm movements	Rocks back and forward when sitting, clench fists
Write down any special comforters, possessions or toys this person prefers.	Stress ball	Stress ball
<p>Please <i>(Ring)</i> the statement which best describes how comfortable this person is with other people being physically close by</p>	<p>Close with strangers</p> <p>Close only if known</p> <p>No one allowed close</p> <p>Withdraws if touched</p>	<p>Close with strangers</p> <p>Close only if known</p> <p>No one allowed close</p> <p>Withdraws if touched</p>

## BODY POSTURE

What to do	Posture when content	Posture when distressed
<p><i>(Ring)</i> the words that best describe how this person sits and stands.</p>	<p>Normal      Rigid      Floppy</p> <p>Jerky      Slumped      Restless</p> <p>Tense      Still      Able to adjust position</p> <p>Leans to side      Poor head control</p> <p>Way of walking: Normal / Abnormal</p> <p>Other:</p>	<p>Normal      Rigid      Floppy</p> <p>Jerky      Slumped      Restless</p> <p>Tense      Still      Able to adjust position</p> <p>Leans to side      Poor head control</p> <p>Way of walking: Normal / Abnormal</p> <p>Other:</p>

## BODY OBSERVATIONS: OTHER

What to do	Observations when content	Observations when distressed
<p>Describe the pulse, breathing, sleep, appetite and usual eating pattern, eg. eats very quickly, takes a long time with main course, eats puddings quickly, "picky".</p>	<p><b>Pulse:</b> Normal limits</p> <p><b>Breathing:</b> Steady</p> <p><b>Sleep:</b> Uninterrupted</p> <p><b>Appetite:</b> Good</p> <p><b>Eating pattern:</b> Eats quickly</p>	<p><b>Pulse:</b> Fast</p> <p><b>Breathing:</b> Rapid</p> <p><b>Sleep:</b> Broken</p> <p><b>Appetite:</b> Increased</p> <p><b>Eating pattern:</b> Eats quickly and favours sugary food and drink</p>

## Information and Instructions

### DisDAT is

**Intended** to help identify distress cues in individuals who have severely limited communication.

**Designed** to describe an individual's usual content cues, thus enabling distress cues to be identified more clearly.

**NOT a scoring tool.** It documents what many carers have done instinctively for many years thus providing a record against which subtle changes can be compared.

**Only the first step.** Once distress has been identified the usual clinical decisions have to be made by professionals.

**Meant to help you and the individual in your care.** It gives you more confidence in the observation skills you already have, which in turn will give you more confidence when meeting other carers.

### When to use DisDAT

#### **When the carer believes the individual is NOT distressed**

The use of DisDAT is optional, but it can be used as a

- baseline assessment document
- transfer document for other carers.

#### **When the carer believes the individual IS distressed**

If DisDAT has already been completed it can be used to compare the present signs and behaviours with previous observations documented on DisDAT. It then serves as a baseline to monitor change.

If DisDAT has not been completed:

- a) When the person is well known DisDAT can be used to document previous content signs and behaviours and compare these with the current observations
- b) When the person is new to a carer, or the distress is new, DisDAT can be used document the present signs and behaviours to act a baseline to monitor change.

### How to use DisDAT

1. **Observe the individual** when content and when distressed- document this on the inside pages. Anyone who cares for them can do this.
2. **Observe the context** in which distress is occurring.
3. **Use the clinical decision distress checklist** on this page to assess the possible cause.
4. **Treat or manage** the likeliest cause of the distress.
5. **The monitoring sheet** is a separate sheet, which will help if you want to observe a pattern of distress or see how the distress changes over time. Its use is optional. There are three types to choose from the website- use whichever suits you best.
6. **The goal** is a reduction the number or severity of distress signs and behaviours.

### Remember

- Most information comes from several carers together.
- The assessment form need not be completed all at once and may take a period of time.
- Reassessment is essential as the needs may change due to improvement or deterioration.
- Distress can be emotional, physical or psychological. What is a minor issue for one person can be major to another.
- If signs are recognised early then suitable interventions can be put in place to avoid a crisis.

### Clinical decision distress checklist

Use this to help decide the cause of the distress

#### 1. Is the sign repeated rapidly?

*If in time with breathing:* see 2 below.

*If it comes and goes every few minutes:* consider colic (bowel, bladder or period pain).

*Consider:* repetitive movement due to boredom or fear.

#### 2. Is the sign associated with breathing?

*Consider:* rib damage or irritation of the lung's outer membrane (this will need a medical assessment).

#### 3. Is the sign worsened or precipitated by movement?

*Consider:* movement-related pains.

#### 4. Is the sign related to eating?

*Consider:* food refusal through illness, fear or depression, swallowing problems or nausea.

*Consider:* poor oral hygiene, indigestion or abdominal problems.

#### 5. Is the sign related to a specific situation?

*Consider:* frightening or painful situations.

#### 6. Is the sign associated with vomiting?

*Consider:* causes of nausea and vomiting.

#### 7. Is the sign associated with passing urine or faeces?

*Consider:* urine infection or retention, diarrhoea, constipation, anal problems.

#### 8. Is the sign present in a normally comfortable position or situation? *Consider:* anxiety, depression, pains at rest (eg. colic, neuralgia), infection, nausea.

If you require any help or further information regarding DisDAT please contact:

Lynn Gibson and Dorothy Matthews on

[Dorothy.Matthews@cntw.nhs.uk](mailto:Dorothy.Matthews@cntw.nhs.uk)

or Claud Regnard [claudregnard@stoswaldsuk.org](mailto:claudregnard@stoswaldsuk.org)

For more information see

**[www.disdat.co.uk](http://www.disdat.co.uk)**

### Further reading

Regnard C, Matthews D, Gibson L, Clarke C, Watson B. Difficulties in identifying distress and its causes in people with severe communication problems. *International Journal of Palliative Nursing*, 2003, 9(3): 173-6.

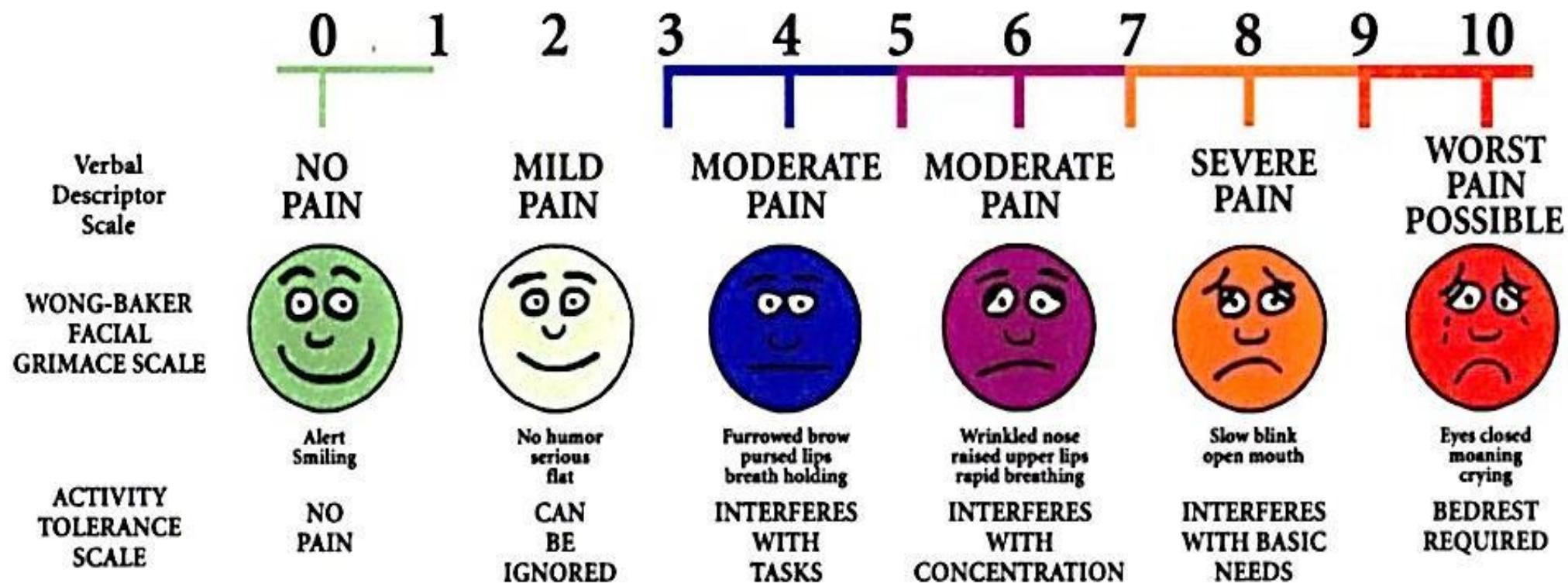
Regnard C, Reynolds J, Watson B, Matthews D, Gibson L, Clarke C. Understanding distress in people with severe communication difficulties: developing and assessing the Disability Distress Assessment Tool (DisDAT). *J Intellect Disability Res.* 2007; 51(4): 277-292.

**Distress may be hidden,  
but it is never silent**

MODERATE

# UNIVERSAL PAIN ASSESSMENT TOOL

This pain assessment tool is intended to help patient care providers assess pain according to individual patient needs. Explain and use 0-10 Scale for patient self-assessment. Use the faces or behavioral observations to interpret expressed pain when patient cannot communicate his/her pain intensity.



Braden Risk Assessment Chart					
Patient Name:		Evaluator's Name:			Date:
					Score:
<b>Sensory Perception</b> - Ability to respond meaningfully to pressure related discomfort	<b>1.Completely Limited</b> Unresponsive (does not moan, flinch or grasp) to painful stimuli, due to diminished level of consciousness or sedation. OR limited ability to feel pain over most of body surface.	<b>2.Very Limited</b> Responds only to painful stimuli. Cannot communicate discomfort except by moaning or restlessness. OR has a sensory impairment that limits the ability to feel pain or discomfort over ½ of body.	<b>3.Slightly Limited</b> Responds to verbal commands but cannot always communicate discomfort or need to be turned. OR has some sensory impairment that limits ability to feel pain or discomfort in 1 or 2 extremities.	<b>4.No Impairment</b> Responds to verbal commands. Has no sensory deficit that would limit ability to feel or voice pain or discomfort	
<b>Moisture</b> -Degree to which skin is exposed to moisture	<b>1.Constantly Moist</b> Skin is kept moist almost constantly by perspiration, urine, etc. Dampness is detected every time patient/ client is moved or turned.	<b>2.Very Moist</b> Skin is often, but not always, moist. Linen must be changed at least once a shift.	<b>3.Occasionally Moist</b> Skin is occasionally moist, requiring an extra linen change approximately once a day.	<b>4.Rarely moist</b> Skin is usually dry. Linen only requires changing at routine intervals.	
<b>Activity</b> -Degree of physical activity	<b>1.Bedfast</b> Confined to bed	<b>2.Chairfast</b> Ability to walk severely limited or non-existent. Cannot bear own weight and/or must be assisted into chair or wheelchair.	<b>3. Walks Occasionally</b> Walks occasionally during day, but for very short distances, with or without assistance. Spends majority of each shift in bed or chair.	<b>4.Walks Frequently</b> Walks outside the room at least twice a day and inside the room every 2 hours during waking hours.	
<b>Mobility</b> - Ability to change and control body position	<b>1.Completely Immobile</b> Does not make even slight changes in body or extremity position without assistance.	<b>2.Very Limited</b> Makes occasional slight changes in body or extremity position but unable to make frequent or significant changes independently.	<b>3.Slightly Limited</b> Makes frequent though slight changes in body or extremity position independently.	<b>4.No Limitations</b> Makes major and frequent changes in position without assistance.	
<b>Nutrition</b> -Usual food intake pattern	<b>1.Very Poor</b> Never eats a complete meal. Rarely eats more than 1/3 of any food offered. Eats 2 servings or less of protein (meat or dairy products) per day. Takes fluids poorly. Does not take a liquid dietary supplement. OR is NPO and/or maintained on clear liquids or IV's for more than 5 days.	<b>2.Probably Inadequate</b> Rarely eats a complete meal and generally eats only about ½ of any food offered. Protein intake includes only 3 servings of meat or dairy products per day. Occasionally will take a dietary supplement. OR receives less than optimum amount of liquid diet or tube feeding.	<b>3.Adequate</b> Eats over half of most meals. Eats a total of 4 servings of protein (meat, dairy products) each day. Occasionally will refuse a meal, but will usually take a supplement if offered. OR is on a tube feeding or TPN regimen which probably meets most of nutritional needs.	<b>4.Excellent</b> Eats most of every meal. Never refuses a meal. Usually eats a total of 4 or more servings of meat and dairy products. Occasionally eats between meals. Does not require supplementation	
<b>Friction and Shear</b>	<b>1.Problem</b> Requires moderate to maximum assistance in moving.	<b>2.Potential Problem</b> Moves feebly or requires minimum assistance. During a move, skin probably slides to some extent against sheets, chair restraints, or other devices. Maintains relatively good position in chair or bed most of the time, but occasionally slides down.	<b>3.No Apparent Problem</b> Moves in bed and in chair independently and has sufficient muscle strength to lift up completely during move. Maintains good position in bed or chair at all times.		
				<b>Total:</b>	

## Fluid Balance Chart

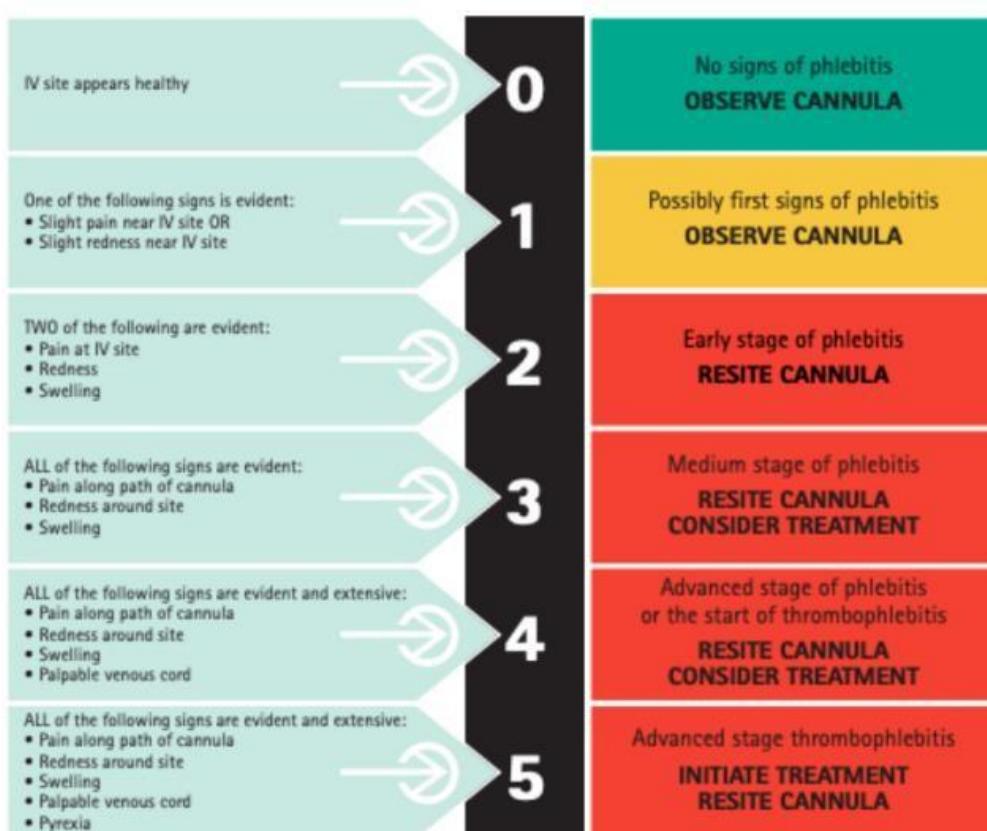
NAME: _____		HOSPITAL NUMBER: _____											
DATE: _____													
TIME	INPUT					OUTPUT							
	ORAL		PARENTERAL		HOUR TOTAL	TOTAL INPUT	URINE	GASTRIC LOSSES	BOWELS	DRAINS	HOUR TOTAL	TOTAL OUTPUT	
0800													
0900													
1000													
1100													
1200													
1300													
1400													
1500													
1600													
1700													
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0500													
0600													
0700													
PRINT NAME OF NURSE COMPLETING THE FLUID BALANCE CHART:						TOTAL BALANCE:							
SIGNATURE OF NURSE COMPLETING THE FLUID BALANCE CHART:						(NEGATIVE/POSITIVE):							

## Phlebitis Score

All patients with an intravenous access device should have the IV site checked every shift for signs of infusion phlebitis. The subsequent score and action(s) taken (if any) must be documented on the cannula record form.

The cannula site must also be observed:

- Wilein bolus injections are administered
- IV flow rates are checked or altered
- Wilein solution containers are changed



With permission from Andrew Jackson – Consultant Nurse,  
Intravenous Therapy & Care, The Rotherham NHS Foundation Trust  
(Adapted from Jackson, 1998)

**BIBRAUN**  
SHARING EXPERTISE

# Overview and documentation Bowel assessment

**Candidate name:**

# Documentation

## Blood glucose monitoring

**Candidate name:** \_\_\_\_\_

Patient details	Date & time	Blood glucose level mmol/L	Name & signature
Name:			
Address:			
Date of birth:			
Hospital number:			
Allergies:			
Consultant:			

# Documentation

## Mid-stream sample of urine and urinalysis

**Candidate name:** \_\_\_\_\_

Patient details:	Test strip:	Values:
Name:	<b>Leucocytes</b>	
Address:	<b>Nitrates</b>	
Date of birth:	<b>Protein</b>	
	<b>pH</b>	
Allergies:	<b>Blood</b>	
GP:	<b>Specific gravity</b>	
	<b>Ketones</b>	
	<b>Glucose</b>	

# Documentation

## Nutritional assessment

Candidate name: \_\_\_\_\_

<b>Name:</b> <b>Address:</b> <b>DoB:</b>						
		Step 1	Step 2	Step 3	Step 4	
Date	Time	BMI score	Weight loss score	Acute disease effect score	Overall risk of malnutrition score	Staff name & initials

# Prescription

## Administration of inhaled medication

**Candidate name:** \_\_\_\_\_

<b>Patient details:</b>	<b>Medication:</b>	<b>Dose:</b>	<b>Signature:</b>
Name: Address: Date of birth: Hospital number:			<b>Date:</b>
<b>Allergies:</b>		<b>Weight:</b>	<b>Time:</b>
<b>Prescriber:</b>		<b>Signature of doctor and date:</b>	

# Inpatient Maternal Sepsis Screening Tool

To be applied to all **women who are pregnant** or up to six weeks postpartum (or after the end of pregnancy if pregnancy did not end in a birth) who have a suspected infection or have clinical observations outside normal limits



THE UK  
SEPSIS  
TRUST

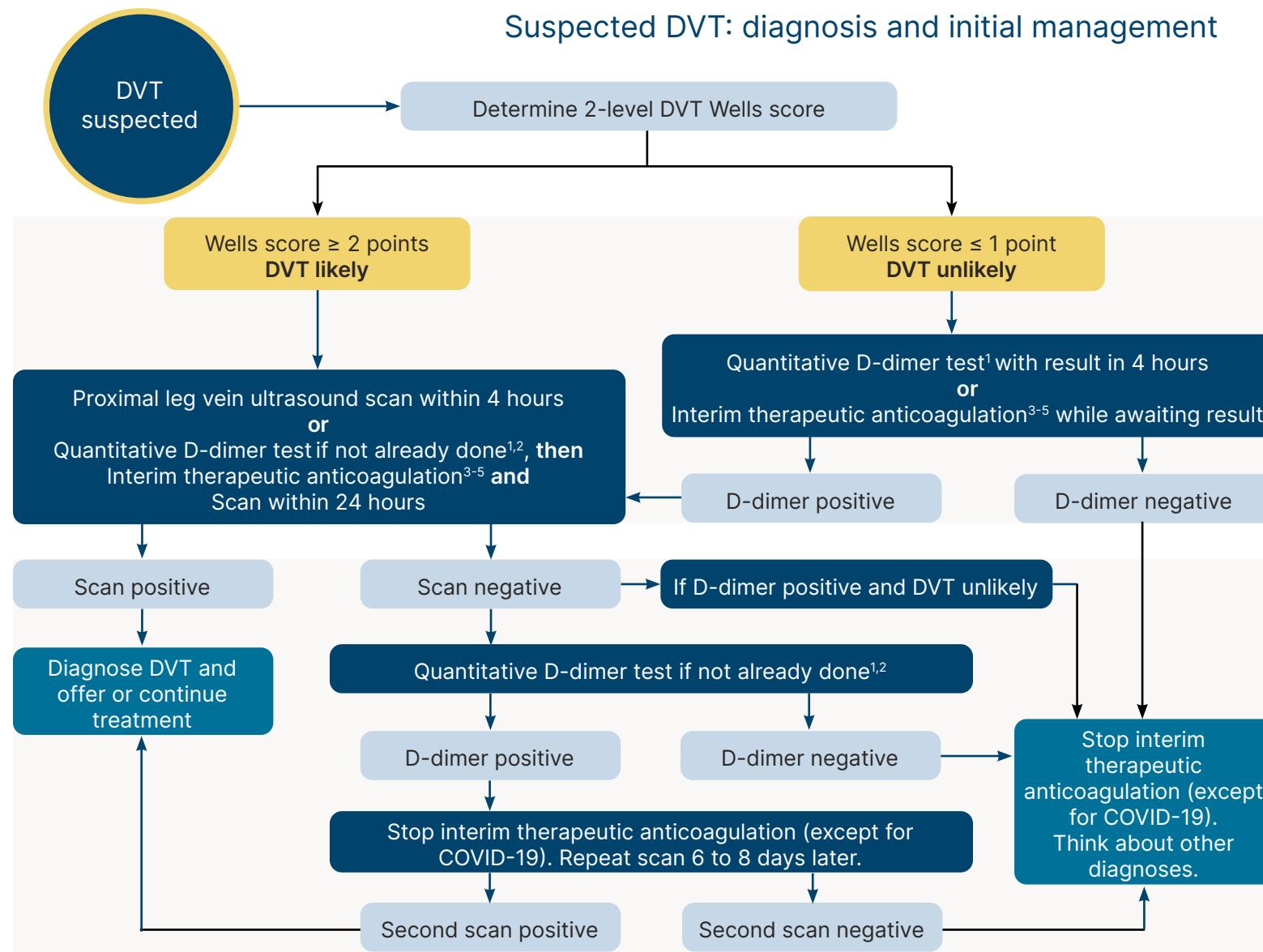
<b>Patient details:</b> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		<b>Staff member completing form:</b> <b>Date (DD/MM/YY):</b> <input type="text"/> <b>Name (print):</b> <input type="text"/> <b>Designation:</b> <input type="text"/> <b>Signature:</b> <input type="text"/>
<b>1. Has MEOWS triggered?</b> OR does woman look sick? OR is baby tachycardic ( $\geq 160$ bpm)?  <b>2. Could this be an infection?</b> Yes, but source unclear at present Chorioamnionitis/ endometritis Urinary Tract Infection Infected caesarean or perineal wound Influenza, severe sore throat, or pneumonia Abdominal pain or distension Breast abscess/ mastitis Other (specify): <input type="text"/>		<b>4. Any Maternal Amber Flag criteria?</b> Relatives concerned about mental status Acute deterioration in functional ability Respiratory rate 21-24 OR breathing hard Heart rate 100-130 OR new arrhythmia Systolic B.P 91-100 mmHg Not passed urine in last 12-18 hours Temperature $< 36^{\circ}\text{C}$ Immunosuppressed/ diabetes/ gestational diabetes Has had invasive procedure in last 6 weeks (e.g. CS, forceps delivery, ERPC, cerclage, CVS, miscarriage, termination) Prolonged rupture of membranes Close contact with GAS Bleeding/ wound infection/ vaginal discharge Non-reassuring CTG/ fetal tachycardia $> 160$
<b>3. Is ONE maternal Red Flag present?</b> Responds only to voice or pain/ unresponsive Systolic B.P $\leq 90$ mmHg (or drop $> 40$ from normal) Heart rate $> 130$ per minute Respiratory rate $\geq 25$ per minute Needs oxygen to keep $\text{SpO}_2 \geq 92\%$ Non-blanching rash, mottled/ ashen/ cyanotic Not passed urine in last 18 hours Urine output less than 0.5 ml/kg/hr Lactate $\geq 2$ mmol/l <small>(note- lactate may be raised in &amp; immediately after normal labour &amp; delivery)</small>		<b>Send bloods</b> if 2 criteria present, consider if 1 Include lactate, FBC, U&Es, CRP, LFTs, clotting <b>Immediate call to ST3+ doctor/ Shift Leader</b> For review within 1hr <b>Time clinician/ Midwife attended</b>  <b>Is Acute Kidney Injury (AKI) present?</b> YES <input type="checkbox"/> NO <input type="checkbox"/>  <b>Clinician to make antimicrobial prescribing decision within 3h</b> <b>Time complete</b> <input type="text"/> <b>Initials</b> <input type="text"/>
<b>Red Flag Sepsis!! Start Sepsis 6 pathway NOW</b> This is time critical, immediate action is required.		

Sepsis Six and Red Flag Sepsis are copyright to and intellectual property of the UK Sepsis Trust, registered charity no. 1158843. [sepsistrust.org](http://sepsistrust.org)





# Venous thromboembolism: diagnosis and anticoagulation treatment



2-level DVT Wells score	
Clinical feature	Points
Active cancer (treatment ongoing, within 6 months, or palliative)	1
Paralysis, paresis or recent plaster immobilisation of lower extremities	1
Recently bedridden for 3 days or more, or major surgery within 12 weeks requiring general or regional anaesthesia	1
Localised tenderness along the distribution of the deep venous system	1
Entire leg swollen	1
Calf swelling at least 3 cm larger than asymptomatic side	1
Pitting oedema confined to the symptomatic leg	1
Collateral superficial veins (non-varicose)	1
Previously documented DVT	1
An alternative diagnosis is at least as likely as DVT	-2
DVT likely: 2 points or more DVT unlikely: 1 point or less	
Adapted with permission from <a href="#">Wells et al. (2003)</a>	

Do not stop short-term anticoagulation when used for primary VTE prevention in people with COVID-19

See the [recommendations on VTE prophylaxis in the NICE guideline on managing COVID-19](#)

<sup>1</sup>Laboratory or point-of-care test. Consider age-adjusted threshold for people over 50

<sup>2</sup>Note that only one D-dimer test is needed during diagnosis

<sup>3</sup>Measure baseline blood count, renal and hepatic function, PT and APTT but start anticoagulation before results available and review within 24 hours

<sup>4</sup>If possible, choose an anticoagulant that can be continued if DVT confirmed

<sup>5</sup>Direct-acting anticoagulants and some LMWHs are off label for use in suspected DVT. Follow [GMC guidance on prescribing unlicensed medicines](#)