

Section: Division of Nursing
Approval: _____

PROCEDURE

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MATERNAL SERVICES
(Scope)

TITLE: QS SYSTEM DOWNTIME, SCHEDULED OR EMERGENCY

PURPOSE: To outline procedure to ensure continued documentation of the fetal monitor strip and nursing care during a scheduled or unscheduled downtime period.

LEVEL OF RESPONSIBILITY: OB Staff, Unit Manager, system managers

CONTENT:

PROCEDURE STEPS:

1. Immediately press "Record" button on front of fetal monitor to ensure archival of EFM strip.
2. Begin "Paper" labor and delivery chart. Continue paper chart until the QS System is back "up".
3. Notify Information Systems Help Desk @ Extension 6880.
4. Notify GE Medical (QS vendor) Help Line @ 1-800-433-2009
5. Stamp fetal monitor strip paper with patient stamper on both ends.

KEY POINTS:

Be sure paper is loaded correctly. Fetal monitor paper is stored in the cabinet at the nurses station (on the Nursery side of the desk).
Obtain downtime charting forms from nurses' station. Use the Nurses Labor Record (which becomes a permanent part of the chart). Annotate monitor strip paper number in nurses' notes.