

Section: Division of Nursing

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Index: 6170.004a

**\* PROCEDURE \***

Page: 1 of 2

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HACKETTSTOWN REGIONAL MEDICAL CENTER

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**NEWBORN SERVICES**

(Scope)

**TITLE: DISCHARGE OF NEWBORN PROCEDURE**

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PURPOSE: To outline procedure to prepare infant for departure from hospital.

SUPPORTIVE DATA: Physician must write order to discharge baby.

- EQUIPMENT:
1. Nursery chart
  2. Baby supplies
  3. Car seat
  4. Newborn Identification sheet
  5. Newborn diaper bag
  6. Scissors, scotch tape, pen

- CONTENT: PROCEDURE STEPS:
1. Check to ascertain that all of the following have been done:
    - a. Metabolic screen. (PKU and additional screenings per NJ state regulations.
    - b. Physical examination.
    - c. Baby's picture taken.
    - d. Birth certificate, NJ Immunization system and hearing screen worksheet filled out.
    - e. Complete EBC process.
    - f. ABR Hearing test done and results recorded in hearing screening book, infant's medical record (on physician progress note) in EBC, on back of infant's discharge sheet (yellow copy).

- KEY POINTS:
- If discharge is less than 24 hours after birth, draw metabolic screen early to ensure that the baby is in the system, then advise parents they will have to return to hospital laboratory for repeat test the next day as results will be invalid under 24 hours.
  - Physician must see infant and complete H&P prior to discharge.
  - Be sure to have parents fill out and return form. They must pay by check, COD or credit card- NO CASH. May take forms home to mail separately or call Growing Family to order.
  - Original birth certificate must be signed by one parent or both parents if they are married. If unmarried, and father is to be named on birth certificate, Page 5 must be signed by father and mother and his signature must be witnesses with view of official ID from FOB.
  - Complete Pediatrician Hearing Screening Result form and file in folder for Pediatrician.

2. In the presence of the mother, have mother show you her band, then match the number with band on baby (not any band taped to crib). Have mother verify that numbers match. Remove one band from infant's arm or leg and attach it to footprint record. The other identification band on arm or leg remains on infant when discharged. Have mother sign the footprint record to acknowledge her infant. Nurse must sign as a witness.
3. Review any necessary final instructions in baby care, observations, and physician's instructions on Final Discharge Plan. Have mother sign forms and give her parent's copy.
4. Complete Newborn Final Diagnosis and Discharge paper. Nurse must sign form as well as parent. Give parents their copy.
5. Instruct mother to take everything from crib except linens.
6. Deactivate the security system by removing the security bracelet per "Security Procedure." This should be done last, after which the baby is immediately discharged off the unit.
7. Accompany the mother and baby to the car. The mother can either ride in the wheel chair and carry the infant with the nurse pushing the wheel chair, or the mother can walk with the nurse carrying the infant.
8. Infant must be placed in car seat facing rear (preferably in center of back seat), according to New Jersey law. Parents are responsible for car seat adjustments. Nurse will check.
9. Complete discharge summary on nursing notes in Cerner Power chart for infant. Discharge baby in Cerner computer system.