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Run Description
A Guide to Certifying Causes of Death *(separate booklet)*
Welcome to the Intensive Care Service at Wellington Regional Hospital. We hope that you will find your rotation with us interesting, challenging and demanding. We also hope that you will gain experience and be educated during your stay.

Orientation lectures are held for the first 2½ days of the run. Apart from the orientation to the aeromedical retrieval service (at the Life Flight Base at Wellington Airport), they take place in the Seminar Room, ICU, Level 3, Wellington Regional Hospital. The orientation lectures will take priority over all other activities. All registrars must attend including the night, evening and rostered-off registrars. The ICU specialists will cover clinical duties during this time. The orientation lectures give you some basic understanding of what we do and how we do it, but will by no means be a comprehensive explanation of everything. Most of what you will learn will occur during the ward rounds and day-to-day clinical activities.

It is important to utilise the resources around you. The senior nursing staff and unit technician have a wealth of experience and knowledge that you may find helpful. Comprehensive information about our unit can be found on the ICU website at wellingtonicu.com. The most recent Orientation Schedule, Teaching Timetable and Journal Club roster are all linked to here and also available online under the ‘Education’ section, along with many other resources. Unit and hospital policies can be found on the CCDHB Intranet, accessed through your hospital login.

2.0 REGISTRAR ADMINISTRATION

2.1 General Administration

Leave forms and expense claim forms can be obtained from, and returned for action to the Administrative Coordinator.

2.2 Daily Timetable (Weekdays Only)

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>8am</td>
<td>Medical Handover (in ICU Seminar Room)</td>
</tr>
<tr>
<td>9am</td>
<td>Night Registrars finish</td>
</tr>
<tr>
<td>9-10.30am</td>
<td>Morning Ward Rounds (North &amp; South ends)</td>
</tr>
<tr>
<td>10.30am</td>
<td>Radiology Meeting (in Radiology department)</td>
</tr>
<tr>
<td>11am</td>
<td>Clinical Duties</td>
</tr>
<tr>
<td>4-5pm</td>
<td>Afternoon Ward Round</td>
</tr>
<tr>
<td>9-10pm</td>
<td>Evening Ward Round (Long day registrars handover to night registrars)</td>
</tr>
<tr>
<td>11pm</td>
<td>North End Night Registrar attends Hospital At Night Handover (in the MAPU Seminar Room)</td>
</tr>
</tbody>
</table>

The unit is geographically divided into ‘North’ & ‘South’ bases with 9 bedspaces in each. Each base is managed by a team of 1 SMO & 1 long day registrar +/- a short day registrar during the
hours of 8am to 5pm on weekdays. The north base SMO hands over their patients to the south base SMO at the 4pm Ward Round with the south base SMO assuming clinical responsibility for every patient in the unit overnight. **The long day registrars must maintain continuity in the unit at all times.** This means being up to date with all the patients in their respective base, not just some.

It is appropriate for the long day registrar to delegate duties and responsibility to the short day registrar, as they see fit. Activities outside of the unit - medical emergency team (MET) calls, trauma calls, ED or ward referrals - go to the short day registrar in the first instance. These registrars therefore carry the emergency pager.

### 2.3 Timesheet Tips

It is important that timesheets are completed accurately to prevent incorrect payments. Most registrars feel confident that they are filling in their time sheets correctly; however this is not the case in practice. Timesheet accuracy is paramount to ensure that ICU registrars continue to receive pay appropriate to the roster intensity.

As a registrar in other areas, it may have been common to stockpile your timesheets and submit two or three at once. Given the rostered shift pattern in ICU however this is not our practice. Timesheets should be given to the Administrative Coordinator by 9am every second Monday.

Appendix 2 contains examples of how an ICU registrar’s timesheet is to be completed. It demonstrates the most likely scenarios for duties and on call.

### 2.4 Remuneration in Intensive Care Services

Several questions regarding timesheets have arisen over the years and it is worthwhile defining how the remuneration works.

Registrars in Intensive Care are employed on a salary as per the Resident Doctors Association Collective Agreement (RDA MECA) between the Resident Doctors Association (RDA) and Capital and Coast District Health Board. This roster was designed in consultation with the registrars and there are aspects of the roster which are at odds with the RDA MECA; however, the variances have been approved by the Memorandum Of Understanding committee (MOU) on the basis that they are in the best interests of the trainees. The roster has been developed to allow us to offer senior registrar (SR) positions in ICU to our more advanced trainees that allows them to be paid for a non-clinical day after a 24-hour period on-call (as SR).

The salary is defined by an hourly range based on the average hours worked during the run. The present run is calculated and defined in the Run Description which you will find at the end of this manual.

The hours averaged over a complete run are about 44 per week (nominally paid at **category F**). As the ICU registrar job operates as a full rostered shift system, the RDA MECA states that the job be paid at a **category C** rate (equivalent to 50-55 hours per week) regardless of the number of hours that you work. This is why there is a disparity between the number of hours you actually work (41 on average) & the number of hours that you are paid for (50-55) i.e. you are paid for 30% more hours than you actually work (on average) to compensate for the inconvenience of shift work.

Overtime:
On occasions you will work past the end of your shift and this is termed ‘unrostered overtime’. Within the contract, this is not paid as it is included in the salary you receive for that bracket of hours (category C, equivalent to 50-55 hours per week). *If you feel that the overtime hours worked would make the averaged hours per week higher than the bracket you are in, then you are able to ask for a ‘run review’ to be carried out.* This records the average number of hours worked over the previous six weeks and is a mechanism to ensure that you are not working large amounts of unpaid overtime.

On-Call:
Write the hours you are on-call on your time sheet, excluding any call-back. This will be paid at $4 per hour. This is the paid rate for flight on-call from home in addition to your basic salary.

Callback:
This occurs when you are on-call, have finished your shift, have left the department, and are then required to return to work - this is almost always only applicable for flight on-calls. This is paid at a 4 hour minimum with additional hours paid at the actual number of hours you work (i.e. if you work 2 hours callback, you are still paid for 4 hours work; if you work 5 hours callback, you are paid for 5). This is paid at call-back rates. The clinical leader will look individually at all call-backs that occur within 10-20 minutes after leaving work to ensure they are justified.

Orientation:
During the first 2½ days of the run we require you to attend the orientation sessions. Due to the mutual benefit gained from your orientation and use of your time to do so, we will pay registrars at the normal rate for the hours they attend if not already rostered to work those days. These should be claimed on timesheets as ‘Orientation’.

Teaching:
We provide regular teaching sessions. Registrars who are rostered on duty at the time of the session, will be released to attend on the approval of the on-call specialist (which is workload dependent). Registrars who are not rostered on duty at the time of the session should still attend. It is very important that you fill in your timesheet accurately, in particular the overtime column, so that we can be clear about the hours you are working and whether this will take you over the set salary time bracket. You can record any teaching as ‘unrostered overtime’. You do not receive additional pay for attending teaching sessions; however, these hours are counted in the run review process and contribute to hours that determine your pay category (see explanation for ‘Overtime’ above).

3.0 INFORMATION FOR MEDICAL STAFF

3.1 Accountability

The Intensive Care Service is a specialist (SMO) led service. Medical services are directed by specialists, but medical responsibilities are delegated to registrars according to their knowledge, abilities, experience and progress. Registrars remain at all times accountable to the on-call specialist for the day (the south base SMO). **You are not expected to know everything, but are expected to ask.** Patient treatment should only be changed within the agreed parameters which have been discussed with the on-call specialist. Wellington Intensive Care is a ‘closed’ unit in so far as medical treatment is directed by the Intensive Care team in consultation with other specialities as appropriate. Patients can only be admitted to our ICU with SMO (or delegated SR) approval.

3.1.1 Referrals, Communication & When To Call the Boss

General communication rules:
Be respectful and polite; expect the same from your colleagues

**Communication with other units:**
If a cardiac surgical patient is bleeding excessively call the cardiothoracic specialist first (not the registrar); notify the registrar subsequently as a courtesy if you have time. The cardiac surgeons always want to know if their patients are bleeding excessively. The ICU specialist should already have been informed.

Neurosurgery, cardiothoracics, paediatrics, general surgery and haematology services in particular are very closely involved in the day to day management of their shared patients in the Intensive Care Unit. Any management disagreements should be resolved by communication at a specialist level.

**Golden rules for referrals:**
- Nullius in verba (trust no-one) but never make anyone feel bad for asking for help
- Review everyone in person if you can
- Tell the ICU specialist/SR about **every** referral you receive even if it is 4:30am

**When to call the specialist:**
You **MUST** notify the ICU specialist or SR as soon as feasible about every admission, every referral and every discharge
  - No patient can be refused admission except by a specialist (or SR)
  - If you are faced with a procedure that you are not completely comfortable with and help is not readily available
  - If a specialist or specialist registrar from another unit tells you to do something contrary to the ICU plan
  - If a patient requires intubation (even if you are able to perform that procedure yourself)
  - If oxygenation or ventilation unexpectedly worsens; in particular if the FiO$_2$ is >60% or the pH is less than 7.2
  - If a patient unexpectedly develops an inotrope or vasopressor requirement
  - If the noradrenaline requirement exceeds 10ml/hr (1mg/hr)

### 3.2 Medical Cover

Rostered medical cover is provided at specialist and registrar level 24 hours a day, seven days a week. Registrars work shifts according to a regular cycle. Any proposed changes to the published weekly roster must be discussed with the Admin Coordinator and approved by the Clinical Leader. It is important that the registrars are available within the unit for immediate patient problems or phone calls. If you need to leave the unit at any time, then you should inform the Associate Charge Nurse Manager (ACNOM) where you are going. You should not leave the hospital except on approved patient transfers.

### 3.3 Audit and Education Sessions

Departmental meetings and audit are held on Friday afternoons between 1 and 3pm, after the Journal Club (see below). These meetings are used to review all patients currently in the unit in preparation for the weekend, discuss the patient care we have provided, and to review patients who have died or required readmission to ICU. All registrars are expected to attend the departmental meetings.
Education sessions will be held every Thursday at 11am in the ICU Seminar Room. The topics to be covered are available on the noticeboard outside the SMO’s office and available on the ICU website. Every Friday there is a Journal Club held from 1pm in the Seminar Room. Important ICU articles are presented and discussed. Links to both the teaching and Journal Club timetable are provided in the Introduction above.

It is understood that non-Intensive Care trainees may have other teaching requirements within their area of specialty. The sessions in our unit are made available for you to gain knowledge in the area of intensive care and so it is requested that you attend. Attendance at teaching sessions run by other departments is dependent upon the workload in the unit.

### 3.4 Leave

There are two registrars available on the roster to provide cover for leave. It is preferable that leave not be taken over night shifts. Preference is given to cover exams, exam courses and then on a ‘first come first served’ basis. Generally, senior registrars will cover senior registrar leave and junior registrars will cover junior registrar leave; however, on occasion a senior will need to cover a junior or vice versa. In the event that a junior registrar is required to cover a senior registrar shift, they will not be rostered to cover on-call duties. All leave entitlements (annual, sick, parental, study etc.) are as described in the RDA MECA.

### 3.5 Registrar Duties

The long day registrars are primarily responsible for the coordination of the care of all the patients within the unit. They must attend and complete the morning ward round and preferably should remain in the unit during the day. The short day registrars should be used to attend to patients outside of the unit. The long day registrar is expected to understand the condition of all the patients and be able to discuss these with the on-call specialist/senior registrar.

The short day registrar is responsible for attending to requests to see patients outside the unit (including interhospital retrievals) and to assist the long day registrar with tasks and jobs.

The senior registrar who is rostered on to the senior registrar shift will take responsibility for running of the unit under the supervision of the specialist. The senior registrar role is designed as a transition role between registrar and specialist; however, the responsibility for patients in the ICU ultimately rests with the ICU specialist on-call. The senior registrar on this shift is expected to work ‘on the floor’ from 8am until 5pm but may, at their own discretion, go home between 5 and 9pm. They will then attend the evening ward round at 9pm and will be available as the first port of call for ICU registrars overnight. If the senior registrar needs to return to the hospital overnight, they will be paid call back in accordance with the RDA MECA. Call-back is not paid between 5 and 9pm as they are actually rostered on during this time (but allowed to be on-call from home).

From 8am to 4pm the short day registrars will be responsible for providing patient transport within and between hospitals. The flight registrar is available on call from 4pm until about 10pm. The night registrars provide transport from 10pm until 8am the next day. In exceptional circumstances, a day registrar may be requested to attend early to facilitate patient transfers. In all cases, this is voluntary and not mandatory.
The workload and hours of work are often unpredictable. If you are required to stay past the usual finish time, you should **not return to work without an eight hour break** without the express permission of the on-call ICU specialist. Please discuss with them if you have concerns over your levels of fatigue or ability to perform to the level required, at all times.

### 3.6 Ward Activities

The main formal medical staff activities on a weekday are laid out in section 2.2 above. There are 3 ward rounds every weekday, and 2 every day at the weekend. For weekdays in more detail:

- **8am** The day starts, usually in the seminar or staff room, with a presentation of all the patients by the night registrars. All MET calls and overnight referrals are discussed along with the anticipated (elective) workload of the day.

- **8.30am** specialist ward rounds with a complete review of every patient's progress and treatment. The long day registrars must remain with the ward round.

- **10.30am** All current radiology and radiology from the previous day are reviewed with a senior radiologist. The long day registrars must attend this meeting to provide brief clinical vignettes of the patients, for continuity of care and their own education.

- **4pm** Hand over (north end to south end specialist) and review round of all patients including new admissions since morning ward round.

- **9pm** Ward round with specialist, senior registrar with long day registrars handing over to the night registrars. Includes specialist review of new admissions.

- **11pm** The north base night registrar attends medical handover meeting in the MAPU Seminar Room.

### MORNING WARD ROUND

The morning ward round is the most important part of the patient care that we provide. It is important to review all that has happened, the current treatment we are providing and to review the current orders, drug charting, equipment and invasive lines. All issues relative to a patient should be discussed before the ward round leaves each bedspace. It is important that the nurse caring for the patient is present and participates in the discussions.

The method by which the specialists review the patients will vary but it is expected that the review will cover all aspects of the patient’s care. These may be summarised under the headings of airway, breathing, circulation and fluids including inotropic support, renal function, gastrointestinal function and nutrition, infection and antibiotics, neurological status, miscellaneous other items, instrumentation and vascular access, documentation and drug prescription, communication and family issues. The acronym 'FASTHUG’ has been previously proposed and is used here in an adapted form as a reminder of standard ICU cares that may be otherwise overlooked. It stands for Feeding, Analgesia, Sedation, Thromboembolic prophylaxis, Head of bed elevation, gastric Ulcer prophylaxis, & Glycaemic control, and should be done for each patient every day. A plan for the day will be worked out and documented. Every ward round needs to be documented in the patients notes by either the long or short day registrar. It should include a clearly documented plan (replicated on the daily ICU chart) as well as an understanding of the rationale for each action point.
LIMITATIONS ON TREATMENT

Some patients will not survive whatever is done for them, or may survive with a quality of life or at a personal cost which we (and they or their surrogates) consider not to be justified. Our default position on all patients is that they are for full active support unless a decision is made to limit care or to withdraw support. Such a decision is usually arrived at as a consensus between the ICU specialists, the patient or their surrogate and the patient’s own medical team. It is inappropriate to half-heartedly provide care when a decision to limit care has not been made.

Levels of limitation may include:
- Pre-set limits for which support may not be provided beyond e.g. not for intubation or ventilation
- A limit on inotropes/vasoconstrictors (e.g. a noradrenaline infusion up to a maximum rate)
- Not for haemodialysis or non-invasive ventilation
- Limitation in extremis, e.g. not for cardiac massage or defibrillation in the event of a cardiac arrest
- Withdrawal of specific therapies after discussion between specialists, the patient’s family and usually the admitting team

A form entitled ‘Allow a Natural Death in ICU’ (http://wellingtonicu.com/Data/ANDICU.pdf) is available to improve communication and planning regarding the management of patients on whom treatment has been withdrawn and should be used in these situations.

Due to the nature of the patients we care for, death in the ICU is common. The service admits about 1800 patients every year, with an ICU mortality of 9%. This means that on average 3 patients will die in the ICU every week. Unexpected death in ICU is uncommon - most patients die because ongoing treatment is deemed futile and consequently extraordinary measures have been discontinued. Such patients are entitled to and expected to continue to receive therapy aimed at alleviating distress or pain. For some registrars from specialities where death is uncommon (particularly anaesthesia), this can be challenging. Please talk to the ICU specialist On-Call or one of the ICU Supervisors of Training if you are having difficulties. Your mental health and wellbeing are important.

3.7 The Patient At Risk (PAR) Service

The Patient At Risk (PAR) Service (http://www.wellingtonicu.com/AboutUs/Services/PAR/)

The PAR team consists of senior nurses with advanced skills in assessing & caring for deteriorating patients in a ward environment. Many of them also work as ICU nurses. They visit the wards to share their expertise where and when most needed. PAR nurses aim to support and educate ward staff in recognising patients who are deteriorating and in initiating appropriate care.

Their role is to:
- Follow up all critical care patients discharged from the intensive care unit to support their continued recovery on the ward & prevent ICU readmission
- Provide extra support for family/whanau of patients recently discharged from intensive care
- Implement the Early Warning Score (EWS) system and protocol in all in-patient wards of the hospital to assist in identifying and treating deteriorating patients
- Support all ward staff in caring for at-risk patients within the ward environment
- Provide teaching to ward staff to improve their skills when caring for the sickest patients in the ward environment.
- Help to facilitate referral and transfer to a higher level of care in a timely manner when necessary.

**PAR and the ICU Registrars:**

It is important to understand that the PAR nurses cannot refer patients to ICU directly; all referrals must come from the primary team looking after a patient. The PAR nurse may help to facilitate the referral process and may also have a “just to let you know” conversation with you at the end of their day so that you can be aware of potential clinical deterioration overnight.

PAR nurses often work in relative isolation. This can be challenging and the PAR nursing team will sometimes need support from you. The nurses may ask for some advice about a particular clinical scenario, assistance interpreting an X-ray or may just want to have a bit of a chat about something that is happening out on the wards.

If you review an unwell patient on the ward or in ED who doesn’t require ICU admission but may benefit from further follow-up, please discuss the patient with the PAR Team. If they were not already aware of the patient, they can help you in providing a closer eye on anyone you may be worried about.

PAR nurses also respond to emergency ‘777’ calls (MET and cardiac arrest calls) 24 hours a day. Their main role is to support the patient and ward staff during the even, but are they are also a very useful resource for medical staff (particularly the ICU registrar) in managing deteriorating patients in sometime challenging environments.

Wellington hospital uses a vital-sign based escalation protocol to ensure that deteriorating patients receive appropriate escalated therapy and that futile measures that don’t result in physiological improvement are not perpetuated. Increasing scores are assigned to 7 different vital sign parameters the further they deviate from the norm. It is therefore possible to obtain a ‘maximum’ system response of a MET call, of which the PAR nurse & the ICU registrar are two key members. The matrix that shows the 7 vital signs (respiratory rate, oxygen saturation, need for supplemental oxygen administration, temperature, systolic blood pressure, heart rate, and level of consciousness) and their scored values are shown below:

<table>
<thead>
<tr>
<th>Score</th>
<th>MET</th>
<th>3</th>
<th>2</th>
<th>1</th>
<th>0</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>MET</th>
</tr>
</thead>
<tbody>
<tr>
<td>Zone</td>
<td>Blue</td>
<td>Red</td>
<td>Orange</td>
<td>Yellow</td>
<td>White</td>
<td>Yellow</td>
<td>Orange</td>
<td>Red</td>
<td>Blue</td>
</tr>
<tr>
<td>Resp Rate</td>
<td>&lt;5</td>
<td>5-8</td>
<td>9-11</td>
<td>12-20</td>
<td>21-24</td>
<td>25-35</td>
<td>&gt;35</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SpO₂</td>
<td>≤91</td>
<td>92-93</td>
<td>94-95</td>
<td>≥96</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Supplemental O₂</td>
<td>YES</td>
<td>NO</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Temp</td>
<td>≤35.0</td>
<td>35.1-36.0</td>
<td>36.1-38.0</td>
<td>38.1-39.0</td>
<td>≥39.1</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sys BP</td>
<td>&lt;70</td>
<td>70-90</td>
<td>91-100</td>
<td>101-110</td>
<td>111-219</td>
<td>≥220</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Heart Rate</td>
<td>&lt;40</td>
<td>40-50</td>
<td>51-90</td>
<td>91-110</td>
<td>111-130</td>
<td>131-140</td>
<td>&gt;140</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Level of Consciousness</td>
<td>Alert</td>
<td>Voice or Pain</td>
<td>Unresponsive or fitting</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

It is possible to trigger a MET call from either a single extreme vital sign deviation, from a combined score of 10 or more, or because the member of staff is sufficiently worried to call one.
Patients who score 6 or more trigger the algorithm for escalated review beginning with junior ward medical staff & the PAR nurse, escalating to a MET call as shown below. As such, the ward team are given the opportunity to manage patient deterioration themselves before ICU involvement is required. Junior medical and nursing staff are mandated to escalate care if either patients continue to deteriorate or they are unable to get the assistance they require.

<table>
<thead>
<tr>
<th>ZONE</th>
<th>Indicator</th>
<th>Mandatory Action</th>
<th>SCORE</th>
</tr>
</thead>
<tbody>
<tr>
<td>YELLOW</td>
<td>Any vital sign in the yellow zone or total EWS 1-5</td>
<td>Manage pain, fever or distress. Increase frequency of vital sign monitoring</td>
<td>1</td>
</tr>
<tr>
<td>ORANGE</td>
<td>Any vital sign in the orange zone or total EWS 6-7</td>
<td>House officer review within 60 minutes. Discuss with nurse in charge and inform PAR nurse. Increase frequency of vital signs monitoring.</td>
<td>2</td>
</tr>
<tr>
<td>RED</td>
<td>Any vital sign in the red zone or total EWS 8-9</td>
<td>Registrar review within 20 minutes &amp; consider ICU referral. Inform PAR nurse, house officer and nurse in charge. Increase frequency of vital signs monitoring.</td>
<td>3</td>
</tr>
<tr>
<td>BLUE</td>
<td>Any vital sign in the blue zone or total EWS 10 or more</td>
<td>Dial 777, state ‘Medical Emergency Team’ &amp; give your location. Support Airway, Breathing &amp; Circulation</td>
<td>MET</td>
</tr>
<tr>
<td></td>
<td>Immediately life threatening critical illness</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Part of your orientation program includes a session on the PAR service, Early Warning Scores & the Medical Emergency Team responses system. More information, statistics relating to & details of the escalation pathway can be found in the EWS library here: ews.wellingtonicu.com

Wellington Hospital has been instrumental in developing the Health Quality and Safety Commission’s national patient deterioration programme. The national New Zealand Early Warning Score, to be implemented in every New Zealand hospital, is based on that developed by Wellington ICU.

**How to contact PAR**

For general information & patient referral, please contact the PAR Nurse on duty by ringing #6785 from any internal hospital phone (available 24 hours per day, 7 days per week).

The PAR Team is led by a Clinical Nurse specialist, Sarah Imray (sarah.imray@ccdhb.org.nz) with support from the ICU specialist PAR Clinical Liaison, Dr. Alex Psirides (alex.psirides@ccdhb.org.nz). Both should be contacted in the rare event you have any concerns or issues about the PAR service. The PAR nurses are an excellent resource to help you look after patients in the ward environment.

### 3.8 Tracheostomy Review And Management Service (TRAMS)

[TRAMS](http://www.wellingtonicu.com/AboutUs/Services/TRAMS/)

TRAMS are a multidisciplinary team based in ICU set up to manage patients discharged to the ward with tracheostomies in-situ. The service is led by Tom Andrews (ICU Clinical Nurse specialist) & consists of the North End ICU specialist of the day, a Speech & Language therapist and a physiotherapist. TRAMS visit every patient with a percutaneously inserted tracheostomy until they are decannulated (the tracheostomy is removed) or the patient is discharged from Wellington Hospital. The service makes decisions along with the patient’s primary team around tracheostomy weaning and provides an education resource for the ward staff who may be unfamiliar with looking after patients with tracheostomies. The service does not follow up patients with tracheostomies inserted for ENT purposes as these are looked after by their own team. Most tracheostomies in ICU are removed before the patient is discharged but particular patient groups (patients with...
traumatic brain injuries for example) will require prolonged insertion. The service currently reviews about 20-30 patients per year with each patient requiring multiple reviews.

All TRAMS visits occur during office hours, usually after the morning X-ray meeting. Although they are attended by senior medical staff, registrars have the opportunity to join the team to learn about tracheostomy management if they wish to do so. Any emergency issues that arise are usually dealt with by the MET.

3.9 Hand hygiene

Nosocomial infection is a reality in intensive care. We have a large number of sick patients in an open environment and cross infection is likely.

_The single most important thing you can do to reduce this risk is to maintain excellent standards of hand hygiene._ Doctors grossly overestimate how often and how well they clean their hands.

Our policy is relatively simple:
- **Alcoholic hand gel should be used before and after every patient or bedspace contact**
- Hands must be washed before every sterile procedure
- Eye protection should be worn for all procedures (including intubation)

ICU staff are regularly audited for hand hygiene compliance. Results can be seen on the [ICU dashboard](#). Alcoholic hand gel and hand washing facilities are available by every bedspace.

Your behaviour and safety with infectious diseases (measles, influenza, tuberculosis, meningococcus, MRSA) is predicted by your usual behaviour. Intensive care staff are at risk because you don’t know prospectively which patient will be the index case in an outbreak.

4.0 TRAINING AND ASSESSMENT

The Intensive Care & High Dependency Service is recognised for formal training in intensive care.

Registrar positions are recognised by the following Colleges:

- College of Intensive Care Medicine (CICM)
- The Australian & New Zealand College of Anaesthetists (ANZCA)
- The Royal Australasian College of Physicians (RACP)
- The Royal Australasian College of Surgeons (RACS)
- The Australasian College of Emergency Medicine (ACEM)

At the beginning of your run you will be interviewed by one of the ICU supervisors of training to gain some background information about yourself, your past experiences, your training requirements and your expectations of the run.

All registrars will be informally assessed mid-run and interviewed to see how their initial period has gone and if there are any immediate problems that need addressing.

All registrars will have a formal assessment at the completion of their run with an interview during the last few weeks.
The practice of intensive care is such that everything you do will be able to be observed by the specialists the following day. This peer assessment is an important part of intensive care practice and ensures that everybody practices to a high standard. You will undoubtedly make errors of judgement and errors of management during your time here; this is how we learn. It is quite likely these will be brought to your attention during the ward round in a constructive way so that you can learn. In particular electrolyte, fluid management and circulatory management will become clearer as the run progresses.

Intensive care and high dependency patients frequently have input from multiple teams. An important part of our practice is being able to coordinate patient management and discuss patient care with multiple other specialists. In particular this will test your interpersonal and communication skills.

We expect a lot from our registrars and will make a large effort to identify areas of your practice or performance that can be improved. We do this to teach you and help you how to be better doctors. Please do not be offended if you are spoken to about areas of your practice that can be improved.

### 5.0 ADMISSIONS, DISCHARGES AND TRANSFERS

#### 5.1 Admissions

##### 5.1.1 Elective or Booked Admissions

These are admissions which have been notified to us and entered in the admission diary. They can be separated from acute admissions in that we can postpone or cancel the admission if we do not have enough vacant bedspaces.

We provide high dependency care as well as intensive care and there is general acceptance of most patients for elective high dependency care. All requests for elective admissions must be discussed with the senior medical staff and written in the admissions book.

It is the responsibility of the referring team to check we have a bed available before starting their planned procedure. All elective admissions are also discussed at the morning handover meeting each day. In the even of number of requested beds exceeding those available in ICU, priority on which cases proceed is determined by the theatre teams, not ICU staff. Please do not get involved with attempting to resolve potential conflicts; if in doubt, escalate to the on-call specialist.

##### 5.1.2 Acute Admissions

All requests for acute admissions must be discussed with and approved by the on-call ICU specialist or SR. Admissions can come from in-patient wards, ED, theatres/PACU, other hospitals (usually within our tertiary catchment area), or (rarely) direct from prehospital via the helicopter.

**WARD/ED/THEATRES/PACU**

You can either see the patient first or discuss the request with the specialist. Always document your visit in the notes, especially if we do not transfer the patient to the unit.

**INTERHOSPITAL**

These patients vary from referrals for tertiary medical/surgical care, referrals for tertiary intensive care, or referrals because another unit is full or they don't provide intensive care (resource referrals).
The mechanism for accepting patients will vary:

(a) Tertiary medical/surgical referrals must be accepted by the local specialist team concerned. We may get the first phone call or it may be the second or third. We should take responsibility for coordinating the referral to help minimise the number of outside phone calls the referral team (who are often also directly involved in looking after the patient) has to make.

(b) Tertiary intensive care referrals are accepted by us but we must ensure that a primary team is also found within Wellington Hospital to manage them (e.g. a patient who develops multi organ failure post laparotomy will require acceptance by the local surgical team on-call even if their reason for transfer is not for further surgery).

(c) Resource intensive care referrals are managed as (b).

(d) Acute trauma referrals may be a combination of (a), (b) and (c). It is often appropriate to accept the patient, begin organising the transfer, call the on-call ICU specialist and then discuss with other surgical teams. Where possible call the surgical specialist yourself, present the details and ask them to call the referring doctor.

All interhospital retrievals requiring aeromedical support are coordinated through the Life Flight trust. This process will be conducted either by the Flight Coordinator (during weekday office hours), or by the on-call Flight Nurse. Please do not get involved with this process unless specifically requested to do so as this is likely to hinder established communication channels. All road retrievals (typically from Hutt, Kenepuru, Wakefield and sometimes Wairarapa hospital) are performed using vehicles provided by Wellington Free Ambulance service.

DECLINED REQUEST FOR ADMISSION

Admission can only be declined by an ICU specialist or SR (usually in consultation with the specialist). Even if the unit is ‘full’ the specialist will take responsibility for declining admission or arranging alternate placement; rarely this may involve moving a stable non-tertiary patient to another ICU closest to us. Please liaise with the PAR team if you feel a declined admission would benefit from follow-up.

MOST IMPORTANT: All admissions must have a primary team. Remember to call an appropriate registrar about patients that come from ED or another hospital. Some patients may be admitted under the ICU specialist on-call (usually medical patients admitted directly from ED or transferred from another hospital). All patients admitted to ICU from a Wellington hospital ward are admitted under their named hospital admitting team.

5.2 Discharges and Transfers

DISCHARGES

All patients to be discharged from the Intensive Care Unit must be discussed with the on-call specialist or SR first. Once the patient is medically well enough to be discharged the registrar will discuss this with the primary team. The primary team must accept the patient before they are able to be moved from the unit. Once medical acceptance has been gained, then the nursing staff will discuss with the nursing staff of the ward to ensure they have enough resources to look after the patient. Please see the orientation manual section with regard to the documentation that must be completed before discharge.

TRANSFERS TO OTHER HOSPITALS

Patients may be transferred to a different hospital for two reasons. Firstly they may be returning to the hospital they were transferred in from or, on occasion, we may transfer a patient to a different intensive care unit (usually beginning with the geographically closest) when we do not have sufficient resources to provide safe care.
TRANSFERRING TO A WARD IN ANOTHER HOSPITAL

The registrar should discuss the patient with the registrar or specialist who will look after the patient at their hospital. Once the patient has been accepted by the medical staff, then the transport arrangements can be put in place. It is still appropriate for the intensive care nurses to communicate with the ward nurses to ensure that they have sufficient information about the patient. In general, patients referred in from another hospital will be transferred to a ward in Wellington Hospital before being transferred back to the ward area of the referring hospital. Patients being transferred to a ward in another hospital are sometimes transferred to that hospital’s ICU/HDU (if they have one) pending assessment prior to a final transport to the ward.

TRANSFERRING TO ANOTHER INTENSIVE CARE UNIT

All patient transfers to intensive care units in other hospitals will be arranged by the on-call specialist. They will firstly discuss arrangements with the doctor responsible for the intensive care unit in the other hospital. The patient may be transferred because they are returning to the hospital they were referred from, or on occasions they may be transferred because we do not have sufficient resources in Wellington Hospital or require specialist care (such as the national spinal unit in Christchurch or the national burns unit in Middlemore). In general, the patient will be accepted by the doctors responsible for the intensive care unit, but the patient must also be accepted by a primary team in the other hospital as well. This referral can either be done by our intensive care staff or by the primary team within Wellington Hospital.

6.0 DOCUMENTATION

6.1 General Information

ADMISSION

All patients admitted are to have a written admission note, printed from the ICU clinical database (WICCID). This forms part of the patient's paper medical records. It should cover:

- Prior health status
- Sequence of events leading up to ICU admission
- Assessment of vital systems
- Diagnosis
- Injury list (for trauma patients)
- Treatment already undertaken
- Treatment and investigations being planned
- Social: what the family have been told, what needs to be covered with the family in subsequent meetings and any other relevant points

All multi-trauma patients should have an ICU Trauma Summary completed on admission.

DAILY UPDATE NOTES

A daily entry in the written medical notes will be made. These should describe:
- Changes and events of the last 24 hours
- Problems and plans for the next 24 hours
- A brief ABC update
- All procedures need to be documented in the notes and in WICCID (the latter allows a centralised record & also provides registrars with personal procedure summaries available at the end of the run).

Long Day Registrar Responsibilities:
The long day registrars must note the plans of the day on each patient. These should be documented on the 24 hour ICU flow chart. The long day registrars will also note procedures to be done or booked, consultations to be sought and information acquired etc. The long day registrars will also update the remainder of the 24 hour ICU flow charts, in particular the fluid and electrolyte prescription for the day and the desired physiological parameters, for example mean arterial pressure, ICP etc.

Short Day Registrar Responsibilities:
The short day registrar should record a daily progress note in the clinical record as noted above.

DATA QUALITY

Much of the audit data that allows us to run the unit, contribute to the ANZICS database, and conduct high quality research will be collected from the clinical database. As such, it is important that all data entry be of high quality and as accurate as possible. Training will be provided for you during orientation.

DRUG CHART

All drugs are to be charted on the National Medication Chart. This is a standardised record of the patient’s drug prescription and administration. The registrar must legibly chart appropriate medications and sign for them using this chart only, apart from fluids which should be charted on the 24 hour ICU flow chart. Use generic names, not proprietary names for all medications e.g. prescribe metoclopramide not ‘Maxolon’. If no convenient generic name exists, use the trade name in quotes, for example ‘Augmentin’.

For all postoperative cardiac surgical patients use the pre-printed cardiac drug chart. It contains all the routine medications a patient will likely require with us. As for any other prescription, you need to ensure there are no contraindications for each of the drugs. Fill in the dosage and sign each drug separately. Ensure that there are no duplications with pre-existing drug charts. On discharge from ICU you must cross off all the drugs which are only applicable to ICU and chart oxygen and maintenance fluids if required.

The Intensive Care Unit Drug Manual is available in printed form and as an electronic version on both the Intra & Internet (http://wellingtonicu.com/Forms/)

DISCHARGE SUMMARY

A printed medical discharge summary from WICCID is required for all discharges, transfers and deaths. The ventilation hours information must be completed as it is used to determine coding and funding.

6.2 Death

Whenever a patient dies you will need to:

- Complete the electronic clinical database record and file the discharge summary in the patient’s notes
- Complete both a death certificate & cremation form only if the patient is not a Coroner’s case. All death certificates must be accompanied by a cremation form even if the patient is
not for cremation; some families may change their mind later & the paperwork cannot be subsequently completed by another doctor who did not view the body after death

- Use the form letter to notify the general practitioner and send an ICU Discharge Summary
- Complete details on the patient death task checklist (included in the ‘Death Pack’ along with all other required paperwork)
- Complete a ‘Deceased Patient Hospital Discharge’ using the Concerto patient data system

Note:
Should the case be accepted by the Coroner, do not complete a death certificate or cremation form as these will be completed by the Coroner or their officers. This documentation is kept in pre-packed folders (the ‘Death Pack’) in the unit - please ask the Ward Clerk or ACNM if you can’t find it. CCDHB does not provide RMO remuneration for the completion of cremation forms.

CORONER’S ACT
A copy of the criteria for referral to the coroner is attached (Appendix 3). If there is any doubt about whether a patient should be referred or unusual circumstances, then the coroner should be contacted directly. If there is any uncertainty, please discuss this with the on-call specialist who should be informed of all deaths on the Unit anyway.

It is recommended that all ICU doctors read the New Zealand Ministry of Health guide to Death Certification. It contains helpful information & examples of what can & can’t be written on a death certificate.

7.0 INSTRUMENTATION POLICY

GENERAL
Instrumentation is a routine part of intensive care practice but can be hazardous. It is important that all lines are inserted carefully, safely and in a sterile manner. If you are not sure of your own ability to carry out the procedure, please ask. We have had significant morbidity from complications and we take these procedures seriously.

There is a place in the clinical database to record procedures you perform so they can be summarised to add to your training record at the end of your ICU run.

7.1 Central Venous Lines (CVL)

All CVLs are to be inserted using the special CLAB (Central Line Associated Bacteraemia) packs. By default we use 20cm quad-lumen central lines which are all chlorhexidine free. All lines are inserted under ultrasound guidance using one of the two ICU ultrasound machines. All lines are to be secured with a dressing covering the line from the skin insertion site to the StatLock™.

Femoral venous line insertions should be avoided unless no other route is possible. The CLAB documentation should be completed after every line insertion. The bedside nurses will check your compliance with the insertion bundle; this includes donning both a disposable hat & face mask before insertion.

Vascaths (for continuous renal replacement therapy or plasmapheresis) should not be inserted via the subclavian route; preferentially we use 15cm Vascaths for right internal jugular insertion & 20cm for the left. Further details will be given as part of orientation. As with central lines, femoral venous insertion should be avoided.

No patient is able to be discharged from ICU with a femoral central line in-situ.
All central venous lines are removed by nursing staff at medical request.
All internal jugular or subclavian central venous line insertion must be checked with a chest X-ray as soon as possible. Even (especially) if the insertion attempt was unsuccessful, a chest X-ray
should be performed to exclude damage to the lung or surrounding structures (pneumo or haemothorax). This is especially the case in patients receiving positive pressure ventilation.

7.2 Arterial Lines

For estimated stays less than 48 hours a short peripheral cannula (20 gauge) is acceptable. If the patient is expected to stay more than 48 hours, this short cannula must be replaced using a long soft arterial line. This must be inserted using a sterile technique with gloves. A sterile pack with drapes must be used and not a small dressing pack. Do not cut corners; a subsequently infected arterial line will require surgical excision of the artery. Leave 10 cm of these long lines external and looped towards the elbow, not around the thumb. No suturing is required when long lines are used. The lines should be secured with a transparent Tegaderm and the site inspected daily as for central venous lines.

7.3 Pulmonary Artery Catheters

As for central lines. Do not routinely send catheter tips unless a catheter-related bloodstream infection is suspected. Be certain you are in a vein before you dilate to insert the sheath. It is large and may need surgical removal if its in an artery. If you dilate the artery, notify the ICU specialist on-call & call a vascular surgeon. DO NOT attempt to remove the line.

7.4 Intercostal Drains

Intercostal drains must be inserted using a sterile technique with gown and gloves. We have two types of intercostal drains - both are multi-holed drains & neither have a trocar. Insert drains using a blunt dissection technique. If required for drainage of a pneumothorax insert a 28 French sized drain. For drainage of blood, size 28 - 32 French drain is preferred. These drains are not changed routinely and are sutured in place using nylon. Do not insert a purse-string suture. Place all intercostal drains on 10 - 20 cm of water suction.

For pleural fluid it is recommended to use a smaller drain (6-7 Fr) inserted by Seldinger technique, from a blunt 16G needle/guidewire method. This is a tidy, safe method with minimal morbidity but is not suitable for blood or air.

7.5 Urinary Catheters

These will be changed when blocked but not generally as a routine. In patients that are totally anuric it is reasonable to remove the catheter, however in all others accurate measurement of urine production is needed.

7.6 Endotracheal Tubes (ETT)

INTUBATION

Capnography must be used for all intubations in the Emergency Department and Intensive Care. There is capnography available in every bed space. Intubation is recognised as being a very good way to expose yourself to any respiratory infections present. Wear a visor and/or mask. Capnography is mandatory for all ventilated patients. This includes a real-time end-tidal CO₂ trace as well as the value derived from this. Displaying the number alone is not acceptable.

POSITIONING
This is assessed clinically with the cuff of the tube placed just below the cricoid ring and this needs to be verified radiologically. The tip of the endotracheal tube should be 1-2 cm above the carina opposite the second or third thoracic vertebra. A chest X-ray is mandatory after every intubation.

**CHANGING**

Unless occluded or another mechanical problem, for example a cuff leak, these tubes are not routinely changed. Shortening the endotracheal tube by cutting it should not be performed unless directed by a specialist. In patients requiring prolonged ventilation, the tube must be reviewed with consideration of tracheostomy. Reinforced tubes (typically used in neurosurgical procedures) are not acceptable in the ICU as, if bitten down on, they may completely occlude & not re-open when the patient relaxes. As such, they must be changed for a standard tube in theatre prior to the patient returning to the unit. It is unit practice to ask any patient arriving with a reinforced tube in-situ to return to theatres for the tube to be changed to a standard endotracheal tube.

**TRACHEOSTOMY TUBES**

Portex or Shiley tracheostomy tubes are most commonly inserted in our ICU by the ICU specialists using a percutaneous (rhino dilator) technique. All patients with tracheostomies in-situ must have end tidal capnography monitored at all times (even if breathing spontaneously). It is routine to insert a tracheostomy inner tube in all ICU patients. Any patients discharged to the ward must also have a tracheostomy with an inner cannula in-situ. They will be followed up routinely by the Tracheostomy Review And Management Service (TRAMS - see section 3.8)

### 7.7 Gastric Tubes

All intubated patients should have a gastric tube unless a strict contraindication exists. In patients in whom duration of intubation and mechanical ventilation are expected to be less than 12 hours, for example a postoperative cardiac surgical patient, it is reasonable to not insert a nasogastric tube. Size 12 - 16 French tubes are acceptable and these are inserted either orally or nasally if there is no contraindication. They are not changed as a routine. Gastric tubes are secured in place with Elastoplast or similar. 'Bull-ring' devices are placed in patients in whom nasogastric tubes are recurrently removed but still required.

### 7.8 Naso-Jejunal Tubes

When gastric feeding has not been able to be established despite the use of prokinetic agents, a naso-jejunal tube will be placed either radiologically or endoscopically. The former is usually done under image intensifier in the Radiology Department. Use soft flexi-flow tubes for this purpose.

### 7.9 Echocardiography

The ICU is equipped with both a Philips Sparq machine & a newer ultrasound machine. The former has transthoracic, transoesophageal and vascular access probes with needle detection software to aid line insertion. Ultrasound is used routinely to insert lines, diagnose & tap pleural effusions etc. It is important to receive training on the use of this machine from one of the specialists prior to use & some familiarisation will be provided during orientation. Proper care and cleaning will help prevent the expensive probes from damage. Due to the high cost of the oesophageal probe, transoesophageal echoes (TOE) should only be carried out by ICU specialists or SRs specifically trained in their use.

### 8.0 ORIENTATION LECTURES

Please see the orientation timetable described previously for what is covered during orientation. No pre-reading is expected prior to beginning your ICU run although it is not discouraged.
8.1 Emergencies

We need to be prepared for a variety of emergencies and system failures. You are expected to know what to do, so please make sure you ask if you don’t. Generally the ICU Associate Charge Nurse Manager on duty will help manage the situation and it is wise to follow their directions. The situations you need to consider are:

Fire: Phone number to call & location of alarm & fire extinguishers. Evacuation plan for staff and patients
Earthquake: Safe evacuation zones, safety for yourself, other staff members & patients
Power, phone system or oxygen loss: What to do
Location of the following items: Defibrillator, central lines, chest drains, ventilators, portable ventilator, capnograph module, portable monitors, bronchoscope, intravenous fluids, cardiothoracic folder, policy folders, emergency management folder, ultrasound machines. These will be shown to you during your physical orientation to the unit.

9.0 MEDICAL POLICIES

9.1 Blood Testing in Intensive Care Patients

REGULAR BLOOD TESTS

‘Routine’ blood tests in ICU consist of those sent to the laboratory and those processed on the ICU blood gas analyser. The former consist of two groups - Panel A and Panel B. These are:
Panel B: Sodium, Potassium, Urea, Creatinine, Glucose, Calcium, Phosphate & Magnesium
Panel A: as above plus Albumin, Bilirubin, ALP, ALT, Full Blood Count & Coagulation Profile

The ICU gas analyser provides a standard profile with basic electrolytes & haemoglobin and now includes lactate & chloride. All bloods processed by the analyser are automatically added to the patient's electronic clinical lab record.

The nursing staff will collate any results onto the daily ICU blood sheet which is kept by the patient’s bedside. Any additional tests are performed at the request of the medical team and can be added retrospectively to previous blood tests after discussion with the laboratory.

<table>
<thead>
<tr>
<th>TIMING</th>
<th>Arterial Blood Gas</th>
<th>Panel A</th>
<th>Panel B</th>
</tr>
</thead>
<tbody>
<tr>
<td>On ICU Admission</td>
<td>√</td>
<td>√</td>
<td></td>
</tr>
<tr>
<td>Morning 05:00</td>
<td>√</td>
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</tr>
<tr>
<td>Afternoon 17:00</td>
<td>√</td>
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</tbody>
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NON REGULAR

Arterial blood gases
Use continuous SpO₂ monitoring to adjust inspired oxygen concentration. Confirm PaO₂ with the regular timed blood gases. Measure when ventilation has been adjusted. PaCO₂ can be compared to the end-tidal reading and used to adjust minute volume on the ventilator without the need to repeat arterial sampling. Do not routinely measure blood gas during ventilatory weaning but wait for the next regular test. Check if there is clinical evidence of difficulty breathing.

Urea, Creatinine & Electrolytes
May be four hourly (between regular tests) for very sick patients but basic electrolytes (sodium & potassium) are available from the gas machine.
Glucose
This is measured by the unit gas machine with the regular gases but can also be measured with a bedside glucometer in patients without arterial or central venous access.

Liver Function Tests
There are no indications for more than once daily testing except in paracetamol overdose or fulminant hepatic failure.

Laboratory Full Blood Count
The haemoglobin is measured by the unit gas machine and will be measured as part of the routine eight hourly gases. A lab FBC will only be needed where we want to check the platelet count.

Coagulation Profiles
May be needed each morning for very sick patients or patients on heparin or warfarin. Other times are as requested. If the patient is actively bleeding, frequent repetition may be needed to guide appropriate blood product replacement.

9.2 Medications

REGULAR MEDICATIONS
The following medication should be charted for all patients who are expected to stay more than two days.

Enoxaparin (Clexane): 40mg subcut daily at 1800 hrs (this is always administered in the evening to minimise bleeding during invasive procedures that may be performed during the day). The dose is decreased to 20 mg subcut daily in renal impairment.

ORAL THRUSH
If the patient has oral thrush give Nilstat 1ml QID orally.

GASTRIC STRESS ULCERATION PROPHYLAXIS
Indicated if:

- ventilated for > 48 hours
- coagulopathy after 24 hours
- previous history of GI bleeding
- not enterally fed
- other risk factors e.g. on steroids

Give Omeprazole 40 mg po or NG OD (iv only if no enteral route available)
Stop prophylaxis when gastric enteral feeding established (not jejunal) and no other risk factors

THE ICU DRUG MANUAL
The recommended indications, dosage & administration of all medication commonly used in Wellington ICU is available in printed & electronic form. There are several copies of the the manual available in two volumes in ICU at all times. The latest version of the manual can also be downloaded as an indexed, searchable PDF & is also available online as a website specifically designed for use by the bedside on handheld mobile devices (optimised for iPhone & iPad screen sizes) at http://drug.wellingtonicu.com
9.3 Medical Orientation to the Flight Retrieval Service

“You can’t beat Wellington on a good day” but even on a good day, given we are the windiest city in the world, the approach into Wellington airport is generally turbulent.

Please let us know if you are not a traveller, we need to be aware of this. We do carry oral anti-emetics but these need to be taken ideally one hour before flight. If this isn’t satisfactory then you need to make arrangements for someone else to cover for you. There is no shame in deferring a flight to a colleague & there always seems to be someone around who will happily fly back into a 100km/hr southerly.

Please ensure that you are fit to fly; it is extremely uncomfortable and even dangerous to fly with upper respiratory tract infections including the common cold, blocked ears, sinus, or the ‘flu. You will be of no help to yourself or the patient. Please make arrangements with your colleagues to replace you, as you will not be allowed to fly.

Life Flight Trust, our main provider, operates a Bell 117 helicopter (twin engine) and a two British Aerospace Jetstream pressurised aircraft. Occasionally we may be required to use other aircraft but always pressurised. We fly at a cabin pressure of sea level to 4000 feet maximum depending on the patient’s condition.

The flight nurses have been well trained in this environment and will be of great assistance. Please remember to communicate your intent at all times as they will make things easier for you.

Safety Orientation
Your safety is our concern. It is an AIA requirement that you are given a thorough safety briefing. You will be taken out to the Life Flight base to be orientated to both aircraft. You will be given a form to be signed off by the operation manager, or senior crew person once this has been done including:

- Role of the crew and responsibilities
- Safety zones around the aircraft
- When to approach
- How to use the communication equipment
- Placement of emergency equipment in the aircraft
- Use of emergency exits
- Loading and unloading of the patients
- Securing of self and equipment during flight

Guidelines for Taking Calls
Calls for retrievals come from various sources:
- Referring hospital specialist to specialist, not always an ICU specialist may include Neuro, Surgical, Cardiac, Plastics or Renal
- Life Flight asked to transfer patient to Wellington or other hospitals
- Wards within Wellington Hospital
- Other doctors both from Wellington and regional hospitals

Hotline
There is a toll free 0508 direct phone line into ICU to allow people to easily contact us. This is primarily for organising flights but it may be used for patient referrals and questions. You can use it to contact ICU when out doing a transfer. The number is 0508 935 535 (0508 WELLFLT).
Online Tracking
All retrieval aircraft can be tracked live online using the Wellington ICU website here: http://www.wellingtonicu.com/AboutUs/Services/Flight/Track/
This page also provides details of all the hospitals within our tertiary retrieval area as well as expected transit times by helicopter, fixed wing and road.

Non-ICU Transfers
If a call comes in on the hotline, it is answered by the ICU ACNM and is passed on to the flight coordinator during office hours. After hours this is organised by the flight nurse on call.
Always discuss with the ICU specialist on for the day if you are asked to help on a flight.
Do not leave the unit without the specialist’s permission

ICU Transfers
Follow guidelines and complete the assessment sheet with all the information. Liaise with the ICU ACNM who will page the flight coordinator to activate the flight team. Check appropriate services are notified and happy to accept care for this patient.
If you are discussing a transfer you can save time and make your job easier by getting the referring team to prepare the patient as much as possible. This may be by intubating if required, inserting an arterial line, NG tube, getting blood results or repeating blood tests, giving anti-emetics and getting X-rays so that these are available on our arrival.

Your Role
Although we average 60-80 transfers per month, doctors are usually only required on half of these. Doctors accompany patients that may require airway management and/or critical circulation treatment.

Retrieval/transfers are categorised according to the acuity of the patient into the following:-

Category A – ventilated or requiring advanced life support or unstable - always accompanied by a doctor
Category B – acute incident, generally non-ICU patients often require a doctor depending on condition, need for airway management and intervention
Category C – stable returning to home hospital or palliative care - do not require a doctor

The patient category decision is made by the flight coordinator or flight nurse, in conjunction with the ICU specialist on-call.

Please note that your role is as part of a team. Although you are usually the most medically experienced, the flight nurse & crew member who accompany you are more experienced in the aviation environment and their knowledge should be collectively utilised for the benefit of the patient. Please do not feel the need to take over simply because you are the flight doctor. Similarly, when you arrive at the referring hospital, whatever the quality of care that has been provided, always be polite & professional with the referring team (see 'Relationships' below). The key to safe timely transfers is good communication both with the referring & home team. On many occasions you may be bringing the patient back to Wellington for urgent surgical intervention; be aware that the more notice you give to them, the better prepared they will be. If the patient’s condition necessitates it, or they deteriorate in-transit, it may be appropriate to transfer straight to theatres; if this is the case is should be discussed with the ICU specialist as soon as possible.

Preparation of the Patient Prior to Transfer
- Do it on the ground, not in the air
- More is missed by not looking than not knowing
- Responsibility for the patient is gradual until hand-over is complete
- No airport runway hand-overs (except the Chatham Islands for stable patients)
General Aims for Safe Patient Transfer are:
Stable ABC Primary and Secondary survey
If in doubt – intubate (generally if GCS<12)
Trauma films if possible – do not delay, take necessary precautions
All head injuries are neck injuries until proven otherwise
Stable vital signs
Maintain oxygen saturation >94%
Adequate IV access, two large bore IV lines for acute patients – CVP if it will not delay
Arterial lines preferable for monitoring in flight as BP cuffs are not accurate – do not delay
Adequate Hb >70 gm/dl
Adequate hydration
No active bleeding
Be aware of mechanism of injury and undiagnosed complication, communicate concerns to the flight team so necessary precautions and adjustments can be made

You must discuss every patient with the on-call ICU specialist before leaving the hospital

Relationships
Remember that the referring team have been looking after the patient and are responsible for the patient when you arrive. They will gradually hand over that responsibility to you, as you discuss the patient. Be patient, listen, and thank them. Explain why you are changing the infusions, putting in new lines or altering what they have done.

You work as part of a small team and your input is vital to ensure the best outcome for the patient. Communicate clearly with the flight nurse and crew. Please be aware that your interactions with your colleagues form part of your overall assessment & the opinions of the flight team are sought and incorporated into this.

Documentation
Please write a flight report on the last page of the Transport Record, this is then photocopied and left in the patient’s notes. All difficult or problematic flights are audited regularly & you will have an opportunity to discuss them with the ICU specialists if you so wish. Similarly if you have any concerns with the care provided at other hospitals, flight nurses or crew members, you should discuss them with the flight service ICU specialist (Dr. Alex Psirides).

Dress Code
We expect you to represent Wellington Regional Hospital in a professional and courteous manner that includes the correct attire. The dress code required for all those on the flight team, is a royal blue flight suit which is stored in the transit lounge & available from the flight nurse. You may wear your own clothing underneath it. Please keep a pair of boots or solid closed shoes at work, as it is unsafe to have slip ons or unprotected toes for retrievals. Much of the equipment we need to transport is heavy. A broken toe from a dropped oxygen cylinder is very painful.

Stethoscope should be taken at all times
Hair to be neat and tied back if long
Facial hair to be trimmed
Please remember deodorant – body odour is unpleasant in a hot confined space

Insurance
If undertaking any activity for Wellington Regional Hospital which invalidates your own personal life insurance, C&CDHB will cover staff up to a maximum of $500,000.

Whilst travelling in or on any vehicle or aircraft as part of CCDHB business, staff are covered up to 5 times their personal salary for death or a lesser amount for injury to a maximum of $250,000. This is over and above your own personal life insurance.

Website
More information on the service, types of patients transferred, aircraft & College of Intensive Care Medicine Minimum Standards for Transport can be found on our website.
http://www.wellingtonicu.com/AboutUs/Services/Flight/
Contacts
If you have any concerns over any flight retrieval, please discuss them with the ICU specialist on-call immediately. If you have any procedural or organisational issues, please discuss them with Dr. Alex Psirides, the Clinical Leader of the Flight Retrieval Service on #6137.

### 9.4 Advanced Analgesia

**Patient Controlled Analgesia (PCA) Prescriptions**

**Usual drugs and dosage for PCA infusions**

<table>
<thead>
<tr>
<th>Drug</th>
<th>Usual Solution</th>
<th>Bolus dose</th>
<th>Delay</th>
<th>Hourly limit</th>
<th>Background infusion</th>
</tr>
</thead>
<tbody>
<tr>
<td>Morphine</td>
<td>50 mg diluted up to a total of 50ml with sodium chloride 0.9% (1mg/1ml)</td>
<td>1mg/1ml</td>
<td>5 minutes</td>
<td>10-15 mg (10ml)</td>
<td>zero</td>
</tr>
<tr>
<td>Fentanyl</td>
<td>500 micrograms drawn up to a total of 50ml with sodium chloride 0.9% (10 micrograms/ml)</td>
<td>1ml (10 micrograms)</td>
<td>3 minutes</td>
<td>10-15 ml (100-150 micrograms)</td>
<td>zero</td>
</tr>
</tbody>
</table>

**Prescribe dose and hourly limit in volume as the PCA cannot be set in mcgs.**

- Ketamine: 50 mg may be added to the morphine syringe (1mg/ml)
- Droperidol: 2.5 mg may be added to the syringe for the treatment of nausea and vomiting

For prescriptions outside these parameters please discuss with the Acute Pain Management Service (APMS)

Background infusions may be prescribed, in discussion with APMS, for patients with constant pain not being well managed with PCA bolusing alone. Continuous infusions are also useful for patients who are opioid tolerant and require opioid maintenance.

Please chart the PCA on an advanced analgesia form.

**Epidural Catheter**

We rarely insert epidural catheters in ICU, but postoperative patients often come from theatres with an epidural catheter in situ.

The usual solution used is 0.125% Bupivacaine with 2 mcg/ml Fentanyl. The rate depends on the level of insertion (lumbar / thoracic), the size of the patient and the type of surgery. Check the block level with sensation to ice on admission and adjust the rate accordingly. Epidural infusions will cause sympathicolysis to some degree. The resulting hypotension should be treated with intravenous fluids and/or vasopressors (Phenylephrine/Noradrenaline), depending on the patient.

The insertion site and the neurological function mainly of the lower limbs needs to be regularly assessed. The catheters are routinely removed not later than day 4, as infection risk will increase.
Please ensure that the coagulation is normal and enoxaparin has not been given in the last 12 hours before removal of the catheter (and will not be given in the 2 hours following removal). If there are any concerns, questions or problems, please contact the ICU specialist or liaise with the Acute Pain Service.
APPENDICES
APPENDIX 1

Communicating with Families

Introduction/Initial Meeting

Things to think about beforehand:

• Environment and setting, whom are you talking to, what are you going to talk about, what do you know about it and where do you want to end up in the meeting. Plan it ahead of time and ideally with your other team members (nurses).

• If communication is done well, family satisfaction is usually higher. We can make a positive impact on family wellbeing.

Phases of conversation:

• Introductions.
• Begin with ‘what have you been told?’ or ‘what do you know so far?’ - apart from allowing them to initiate the conversation, it allows you to find out how much they know and what understanding they have of their relative’s condition. It may also prevent you inadvertently directly contradicting information they have already been given, except of course where this information may be incorrect.
• Outline the phases of the discussion you are about to have.
• History of presentation, diagnosis (if known), current support, plan overnight, plan for the next day, prognosis.

Often we do not know the outcome & will be taking one day at a time.

There are three possibilities over the next 24 hours - getting better, staying the same or getting worse. If the latter of these occurs then you should mention death as a possibility.

Later on, outlining whether the patient is better, the same or worse.

Later Conversations

• Outlining progress over the last 24 hours. Is the patient the same, better or worse, what is the current prognosis? Generally if the patient is getting better, this is not an issue.
• If the patient is getting worse, then the conversation needs to move to a new stage.
• If the patient is deteriorating, it changes from ‘might die’ to ‘likely to die’ to ‘most likely will die’.
• Need to emphasise continued active support, until death becomes inevitable.
• What to do if we are medically certain the patient is going to die.
• Discuss current assessment of the patient and that they are going to die.
• The kindest thing we can do now is stop the intensive care support and allow the person to die with some remaining dignity.
• Introducing other concepts – we are no longer prolonging their life, but delaying the time it takes them to die (or ‘prolonging their death’) - may be helpful.
• Or we do not wish to prolong the person’s suffering any more.
Withdrawal of Treatment

Withdrawal of treatment is the most common cause of patient’s death in Intensive Care and takes a reasonable amount of discussion. It is important to help the family get to the point where they are comfortable to be involved in the decision making process. It is a subtle point but worth bearing in mind that referring to ‘withdrawal of care’ implies that we no longer do (care); the preferred phrase is ‘withdrawal of treatment’, or ‘withdrawal of active treatment’.

This usually occurs in three phases:
1. Initial conversation pointing out that death or disability is a possibility
2. Interim discussions outlining that death or disability is quite likely and we may need to discuss what to do
3. Confirming that death or severe disability is a reality and discussing what appropriate measures should be taken.

It may be helpful to clarify that, ultimately, the decision to withdraw treatment aimed at prolonging life or because it is futile, is ultimately a medical decision and we are not asking the family to decide. As the patient’s proxy, their opinion & input into the decision making process is very important but similarly considerable post-traumatic stress may be attributed to asking the family to ‘decide to turn the machine off’.

Brain Damage

A common cause for withdrawal of treatment is brain damage following cardiac arrest, subarachnoid haemorrhage, stroke or brain trauma.

Initial discussions are the same with history, current assessment and future predictions, these usually involve possibility of prolonged coma, but need to include brain swelling leading to brain death.

Having done the initial and interim discussions we need to phrase the final discussion. This involves confirming the current neurological assessment and the predictions of neurological recovery. Outlining that this will most likely involve persistent coma and then there are two options:
- That we medically recommend withdrawal of treatment; or
- That we ask the relatives what the person would want in a situation like this

Phrasing: The kindest thing that we can do now is to withdraw intensive care support and allow the person to pass away rather than prolonging their current situation. We want them to be able to pass away with some dignity.

With older people this is not usually difficult for the families, but with younger people this may take several conversations so that they are comfortable that the outcome is awful and withdrawal of care is appropriate. We try and not put the family in the position of having to make a choice by themselves and feeling responsible for that.

Multi-organ Failure or Prolonged Ventilation

This is usually for patients who have moderate or severe functional limitations or disability prior to the current illness and who have a moderate or severe degree of current illness. It often involves
some sort of infective or septic process. Again this goes in three phases of initial discussion, subsequent discussions and final discussion. Some times these may all be in the same meeting, depending on the patient.

Phases of discussion include:

• Pre-illness history (getting a good idea from the family and relatives what the person is able to do, which often is not available in the medical notes)
• Current illness history, interventions and investigations
• Current situation and level of support
• Then prognosis – the prognosis may well involve a marginal or moderate chance of survival, prolonged care in Intensive Care and hospital, prolonged recovery at home with significant limitations. There is usually a moderate chance of making a complete recovery.
• Outlining the potential outcomes from best outcome to worse outcome, emphasising that the real answer may be somewhere in the middle.
• Discussing the likely complications in the path to this recovery.

Given the prior health of the person, what do you think they would want in a situation like this? Usually we outline three options:

- Continue with full active support and see whether they get better or get worse. This would be similar to normal conversations.
- Continue active support, but not escalate it and if their condition worsens, then let nature take its course.
- Decide to stop the intensive care treatment, make the person comfortable and allow them to die.

Other Things to Think About

Time

The longer the patient is in Intensive Care, the easier it is for the patient’s family to adjust. The hardest situation is for a family to be presented with the initial discussion saying that the patient is dying and there is no chance of them getting better.

For these reasons we sometimes stage the conversation over a day or two, if we think it will take this long for the patient to die and we do not wish to be completely blunt up front.

What families hear:
- Often they will hear little of what you are saying or just the initial bits

What do families want to hear:
- They are mostly interested in hearing whether the person is going to live or not and will often forget other things you say before or after.

What words to use:
- Use simple words, avoid medical jargon where possible, speak slowly.
Appendix 1   Communicating with Families

How to end the discussion:
- Try to sort out before you start the discussion where you want to end up
- Remember you have to move with the family and be wary of how much they are able to keep up with you
- Sometimes you cannot get where you want to, because the family is having trouble understanding the initial parts of your conversation.

Waiting:
- It is important to allow the family time to take in what you have said
- Remember to wait or allow pauses after the various phases of your conversation
- Give them time to think, ask them if they have any questions
- Once you have outlined that the patient might die, may die or is going to die, allow the family time to display their distress, cry or be silent.
  - **Silence is an important part of the discussions.** Stop talking & allow the family either to talk to you, each other or simply to allow what you have said to sink in. If you intend using silence as a communication tool, it may be helpful to tell other members of staff this before you enter the meeting room. This will prevent them speaking up to fill the void if it is perceived as uncomfortable.
- Listen
- Ensure they understand you - ask!

Honesty:
- It is important to be honest in your discussions.
- If you do not know things, then say you do not know.
- If required, tell the family you will find out and get back to them.

Being Understanding:
- Sympathy means that you feel sorry for the family.
- Empathy means that you feel sad or distressed yourself.
- Either of these responses are important to the family.
- Families place much importance on the fact that their doctor cared for their relatives and for them, even if there was nothing they could do to make the patient better.
- Displaying sympathy or empathy helps to show the family that you care.

Useful phrasing:
- “I am very sorry, I wish there was more we could do.”
- Much of the sympathy or empathy can be transmitted by the way you look and the tone of your voice.
- Crying is sometimes a useful way of managing both your own emotions and empathising with the family.

Phrases to avoid:
- I understand how you must be feeling (because it is almost certain that you do not)

Touching:
- Physical contact with relatives can be very supportive and reassuring for the family.
- It is a matter of personal judgement for the staff member concerned.
- You have to be aware that they may not want this.
- It is not always clear how you judge or learn what is appropriate, but generally it is a feeling that you will be comfortable with. It is usually as a result of a relationship which has grown over several days or several hours of very intense emotional involvement.
- If you are not normally comfortable touching or hugging people, do not try to do this to imitate other staff members.

How close you get is a matter of personal preference and practice. Some staff are happy to become very emotionally close to relatives and others are not. There is no right or wrong answer to this. You may find that you are able to judge or control how close you wish to get. Beware that the closer you get to the family, the more emotionally overcome you may be for periods while you are at work. It is also important to acknowledge that after a patient’s death you may go through a period of grieving, if you have become particularly attached to the patient or family. This grieving is entirely normal, but is important to recognise the symptoms and signs as you go through it.

Summary

A helpful factor in helping discussions with family is trying hard to care for them. By doing so, you will want to provide the right information at the right time to allow them to be informed, particularly if this involves making a decision.

Sometimes it is necessary to be very frank in the initial discussions to position the family better for a subsequent discussion.

Caring for the family may involve sharing some emotion with them.
### Appendix 2 - Timestream Tips

#### ROSTERED DUTIES

**SHORT DAY**

<table>
<thead>
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<th>Day</th>
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<th>Type</th>
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<th>Callback</th>
<th>Exempt</th>
<th>Hours</th>
<th>Orion</th>
<th>ALLOWANCES</th>
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**LONG DAY**

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<th>Overtime</th>
<th>Callback</th>
<th>Exempt</th>
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<th>Orion</th>
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**EVENING**

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<th>Finish</th>
<th>Type</th>
<th>Hours</th>
<th>Overtime</th>
<th>Callback</th>
<th>Exempt</th>
<th>Hours</th>
<th>Orion</th>
<th>ALLOWANCES</th>
<th>AUTHORIZED</th>
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<tr>
<td>Mon</td>
<td>16:00</td>
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**NIGHT**

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<th>Callback</th>
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<th>Hours</th>
<th>Orion</th>
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</table>

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**ORDINARY TIME**

Extra time worked at the start or finish of a duty outside of the rostered hours is to be noted in the overtime column. It will not be paid TO THE NEAREST QUARTER HOUR.

**R O S T E R E D  O F F**

**ADDITIONAL DUTY** - Covering a full extra shift (to cover the absence of someone rostered on for the shift but not attending, excludes Short Days 1 & 2)

**ANNUAL / STUDY / SICK LEAVE**

You will be paid as usual for the fortnight but will be credited with an additional day on your "Leave in Lieu of Stat" balance.

**NO 8 HOUR BREAK**

You may occasionally work shifts or call backs that mean you would not have had an 8 hour break before your next rostered shift.

If this situation occurs, you must take one 8 hour break by either starting your next shift later than usual. The expectation is that an 8 hour break will always be taken.

Exception: in exceptional circumstances you may be required to attend at the normal rostered time on the instruction of a Consultant.

If a Consultant's instruction meant that you did not have an 8 hour break between normal rostered duties please indicate this clearly in the "Remarks / Notes" area at the bottom of your timesheet. You will also need to advise which Consultant approved the non-8 hour break.

Payment for this will be made in accordance with the RMOCEC clause 14.4 and will be paid out at the end of the month when applicable.

---

**EXTRA HOURS WORKED AT THE START OR END OF YOUR ROSTERED SHIFT**

**OVERTIME** - Extra time worked at the start or finish of a duty outside of the rostered hours is to be noted in the overtime column. It will not be paid and is recorded solely for inclusion in a Run Review if required. THIS DOES NOT APPLY TO ADDITIONAL DUTY OR CALLBACK.

**ORIENTATION** - Hours spent attending Orientation, when not rostered on duty, will be paid at your Normal Hourly Rate.

**Example of an orientation session**

<table>
<thead>
<tr>
<th>Day</th>
<th>Start</th>
<th>Finish</th>
<th>Type</th>
<th>Hours</th>
<th>Overtime</th>
<th>Callback</th>
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<tbody>
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<td>(evening)</td>
<td>8</td>
<td>Normal Hourly Rate</td>
<td>1.5</td>
<td>9:00</td>
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<td>9:00</td>
<td>10:30</td>
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**PLEASE NOTE THAT THE TIMESHEET MUST RECORD ACTUAL HOURS WORKED TO THE NEAREST QUARTER HOUR.**

If you work less than the rostered shift then you must show the reduced hours in the Total Ord. Hours Column.

If you work more than the rostered hours then refer below:
CALL BACKS TREATMENT  

<table>
<thead>
<tr>
<th>On Duty</th>
<th>Call Back</th>
<th>Call Back</th>
<th>Call Back</th>
<th>Additional Duty</th>
<th>Paid</th>
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<tbody>
<tr>
<td>1</td>
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<td>19:00</td>
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<td>Normal pay + 4 hrs</td>
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<td>18:00</td>
<td>23:00</td>
<td>Normal pay + 5 hrs</td>
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<td>3</td>
<td>8:00</td>
<td>17:00</td>
<td>17:30</td>
<td>18:00</td>
<td>Normal pay + ( maximum ) 8 hrs</td>
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<td>17:00</td>
<td>17:00</td>
<td>19:00</td>
<td>Normal pay + 2</td>
</tr>
</tbody>
</table>

A Call Back is paid as a minimum of 4 hours (eg 1) but the total Call Back payments cannot exceed 8 hours in an 8 hour period (eg 3).

A single Call Back of greater than 4 hours is paid the literal number of hours worked (eg 2).

Call Backs are only applicable if the RMO has left the premises. If the RMO's has done a rostered duty and is paged as On Call without leaving the premises this is treated as Additional Duties (as the duties are consecutive) if the duty extends for three hours or more (eg 4).

If the duty is less than three hours it is unpaid and recorded in the "Overtime" column for inclusion should a Run Review be called for.

The timesheet must show the name of the Duty Consultant or Duty Registrar who called you in, in the Authorised By column.

A brief explanation would be appreciated. Eg. Retrieval Nelson
Procedures for Coroner’s cases

Policy

The purpose of this policy is to ensure that:

• staff are aware of which deaths they must report to the Coroner
• staff are aware of the correct procedures to be followed when notifying the Coroner of the unexpected death of a patient within the hospital or under the care of community based satellite clinics
• the Chief Medical Advisor (CMO) is kept informed and co-ordinates pre-inquest responses to the Coroner from C&C DHB
• reports provided by clinicians in response to a Coroner’s request are appropriate and timely
• all staff are aware of their legal obligations.

Indications

Deaths that must be reported to the Coroner

The Coroner must be notified of some but not all inpatient deaths. The following deaths must be reported:

• Every death that appears to have been:
  − without known cause, or
  − suicide, or
  − unnatural (e.g poisoning, injury, adverse drug effects) or violent.

• Every death in respect of which no doctor has given a Medical Certificate (HP4720).

• Every death:
  − that occurred while the person concerned was undergoing a medical, surgical, dental operation or similar operation or procedure; or
  − that appears to have been a result of any operation or procedure of that kind; or
  − that appears to have been the result of medical, surgical, dental or similar treatment received by that person;
  − that occurred while the person was affected by an anaesthetic; or
  − that appears to have been the result of the administration to that person of an anaesthetic or medicine; or
  − any death that occurred while the woman concerned was giving birth or that appears to have been a result of that woman being pregnant or giving birth.

• The death of any patient required to be detained in an institution pursuant to an order under section 9 of the Alcoholism and Drug Addiction Act 1966.
• The death of a child or young person while that child or young person is in the custody or care of the Chief Executive of the Children, Young Persons, and Their Families Act, or other persons, residences or bodies.

• The death of a patient as defined under the Mental Health (Compulsory Assessment and Treatment) Act 1992. ("the MH CAT Act").

• The death of any proposed care recipient or care recipient as defined under the Intellectual Disability (Compulsory Care and Rehabilitation) Act 2003. (the IDCCR Act”).

• The death of a prisoner as defined under the Corrections Act 2004.

• The death of a person in the custody of the New Zealand Police.

• The death of a person under the control of a Security Officer as defined under the Corrections Act 2004.
**RECORD OF DEATH (and Notification of Death to the Coroner if required)**

**Hospital name:**

**SURNAME:**

**OTHER NAMES:**

**SEX:** M / F

**ADDRESS:**

**AGE:**

**DOB:**

(attach patient label)

**NHI No:**

**Date of death:**

**Time of death:** (24 hr clock)

**How long was the patient in hospital during this admission?** Days / Hours / Weeks / Months

**How long was the patient in your care?** Days / Hours / Weeks / Months

**Consultant:**

(with whom you discussed this death)

**Did the patient undergo surgical or dental operation, or a medical procedure, or a procedure requiring anaesthesia, during this admission or prior to transfer?**

**YES / NO**

**Date and time of operation:**

**If YES specify operation etc:**

**Account of this admission (<50 words – please print clearly):**

**In your opinion, what was the cause of death?**

(circle one option)

- **Unknown cause, Suicide, Unnatural, etc**
- **Medical/Dental treatment, Care, Pregnancy, Childbirth**
- **Drugs and Alcohol**
- **Official Custody or Care**
- **Certificate**
- **Police**

- **Was the death: without known cause / suicide / unnatural / violent / due to injury or was patient admitted due to injury?**
  - YES
  - NO

- **Did the death occur during operation or procedure noted above?**
  - YES
  - NO

- **Does death appear to be result of that operation or procedure or other treatment?**
  - YES
  - NO

- **Did the death occur while the person was under anaesthetic (or does it appear to have been the result of administration of anaesthetic)?**
  - YES
  - NO

- **Was the death while giving birth, or a result of being pregnant or giving birth?**
  - YES
  - NO

- **Was admission and/or death due to drug or substance abuse?**
  - YES
  - NO

- **Was patient detained in an institution under Alcoholism and Drug Addiction legislation?**
  - YES
  - NO

- **Was patient admitted from custody of Police / Prison / Security Officer?**
  - YES
  - NO

- **Was patient a child or young person in official custody or care?**
  - YES
  - NO

- **Was patient subject to compulsory treatment order under Mental Health legislation?**
  - YES
  - NO

- **Was patient in compulsory care under Intellectual Disability legislation?**
  - YES
  - NO

- **Are you/any medical practitioner prepared to sign a doctor’s certificate (BDM50)?**
  - YES
  - NO

- **If not signing doctor’s certificate (BDM50), have the Police been notified?**
  - YES
  - NO

**Any response in the grey boxes means the death MUST be reported to the Coroner.**

(If you are in any doubt or have any reservations about this death please discuss the matter with the Coroner.)

**Are you aware of:-**

- **(a). Any person expressing concern as to cause of death or hospital treatment of the deceased?**
  - YES
  - NO

- **(b). Any reason (such as ethnic origins, social attitudes or customs, or spiritual beliefs) the requirement of a post-mortem examination might cause distress to persons connected with the deceased?**
  - YES
  - NO

- **(c). Any member of deceased’s family expressing the wish that a post-mortem should be performed?**
  - YES
  - NO

**Contact Details:**

- **Cellphone:**
- **Locator:**
- **Fax:**

**Reporting Medical Officer (Please use capitals)**

**Signature (must be medical practitioner)**

**Date & Time (24 hr clock)**

**For Hospital use only**

- **Received back from Coroner?**
  - YES
  - NO

- **Clinical team notified of response?**
  - YES
  - NO

- **GP Notified?**
  - YES
  - NO

- **Family notified of death?**
  - YES
  - NO

**For Coroner’s Use only**

- **Name of Doctor:**
  - YES
  - NO

- **Coroner’s Jurisdiction?**
  - YES
  - NO

- **Post-mortem (subject to objection)?**
  - YES
  - NO

- **Doctor’s report in lieu of PM?**
  - YES
  - NO

**Coroner:**

**Date:**

**Time:**

March 09
Principles for Antibiotic Prescription

Treatment of infection

- time to treatment affects outcome
- adequate resuscitation
- surgical drainage of infected collections where indicated
- collection of infected, or suspected, material and blood cultures for microbiological and/or histological analysis:
  - blood: 2 sets at different times from venous stabs
  - urine
  - sputum
  - any other suspicious site
- rational prescription of empiric antibiotics
- prompt administration of appropriate antibiotics

Obtain as many cultures as possible before antibiotics commenced.
In sick patients “best guess” antibiotics should be commenced prior to results
When gram stain or culture results return, antibiotic cover should be rationalised to specific treatment for isolated organism.

Prophylaxis

a) proven indications:
   - abdominal surgery which involves a breach of the colonic mucosa (traumatic or elective), or drainage of an infected cavity
   - selected obstetrical and gynaecological procedures (cesarean section with ruptured foetal membranes, vaginal hysterectomy)
   - insertion of a prosthetic device
   - compound fractures
   - amputation of gangrenous limb

b) unproven but recommended:
   - lacerations penetrating into periosteum or into joint cavities
   - crush injuries
   - insertion of neurosurgical shunt
   - cardiac valve replacement
   - arterial prosthesis
<table>
<thead>
<tr>
<th>Disease Process</th>
<th>Organisms</th>
<th>Antibiotic</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Pneumonia</strong></td>
<td>Strep pneumoniae, H influenzae, Staph aureus, Mycoplasma, Legionella</td>
<td>Cefuroxime 1.5 g q8h and Erythromycin 1 g q6h - follow with Roxithromycin 300 mg q24h orally / NG Moxifloxacin 400 mg q24h when Penicillin anaphylaxis (adjust in renal impairment)</td>
</tr>
<tr>
<td><strong>Hospital acquired / health care acquired</strong> (&gt; 48h after hospitalisation)</td>
<td>Often Strep, H infl, Staph aureus, Occ gram neg gut organisms. Need to cover resistant organisms.</td>
<td>Ceftazidime 2 g q12h and Flucloxacillin 2 g q6h</td>
</tr>
<tr>
<td><strong>Sepsis / Septic Shock</strong> (unidentified organism)</td>
<td></td>
<td>Do not add Metronidazole for either pneumonia, even if the patient has aspirated</td>
</tr>
<tr>
<td><strong>Community acquired</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>a) intraabdominal source</td>
<td>need to cover Klebsiella, Proteus</td>
<td>Ceftriaxone 2g daily</td>
</tr>
<tr>
<td>b) urinary source</td>
<td></td>
<td></td>
</tr>
<tr>
<td>c) skin / soft tissue</td>
<td></td>
<td></td>
</tr>
<tr>
<td>d) joint infection</td>
<td></td>
<td></td>
</tr>
<tr>
<td>e) unknown source</td>
<td>Respiratory / Uro most likely source, also covers meningitis</td>
<td>Ceftriaxone 2g daily and Flucloxacillin 2g q6h</td>
</tr>
<tr>
<td>f) shocked infant, unknown source</td>
<td></td>
<td></td>
</tr>
<tr>
<td>g) neutropenic sepsis</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Hospital acquired</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Meningitis</strong></td>
<td>Usually: Meningococcus, Pneumococcus, H. influenzae</td>
<td>Ceftriaxone 2g q12h and Vancomycin 500mg q6h</td>
</tr>
<tr>
<td>Disease Process</td>
<td>Organisms</td>
<td>Antibiotic</td>
</tr>
<tr>
<td>----------------</td>
<td>--------------------</td>
<td>-------------------------------------------------</td>
</tr>
<tr>
<td>Gram neg Diplococci</td>
<td>Penicillin 2.4 g (4 megaunits) q4h</td>
<td></td>
</tr>
<tr>
<td>Gram pos Cocci</td>
<td>Ceftriaxone 2 g q12h and Vancomycin 500mg q6h</td>
<td></td>
</tr>
<tr>
<td>Gram neg Bacilli</td>
<td>Ceftriaxone 2 g q12h</td>
<td></td>
</tr>
<tr>
<td>not definitely bacterial</td>
<td>Consider Acyclovir 10 mg /kg q8h</td>
<td></td>
</tr>
</tbody>
</table>

Add Dexamethasone 10 mg q6h for 4 days (give 1st dose before antibiotics)

<table>
<thead>
<tr>
<th>Miscellaneous</th>
<th>Pseudomonas aeruginosa</th>
<th>Imipenem 0.5-1g q6h or Cefazidime 1-2g q8-12h add Gentamicin if not responding</th>
</tr>
</thead>
<tbody>
<tr>
<td>Epiglottitis</td>
<td>H influenza</td>
<td>Cefuroxime 1.5 g q8h</td>
</tr>
<tr>
<td>Coag neg Staph</td>
<td>Vancomycin 1 g q12h (see below)</td>
<td></td>
</tr>
<tr>
<td>Tetanus</td>
<td>Clostridium tetani</td>
<td>Metronidazole 500 mg q8h and Tetanus Ig</td>
</tr>
<tr>
<td>Herpes Encephalitis</td>
<td>Herpes simplex</td>
<td>Acyclovir 10 mg/kg q8h</td>
</tr>
<tr>
<td>Pneumocystis pneumonia</td>
<td>Pneumocystis carinii</td>
<td>Co-Trimoxazole 120mg/kg in 2-4 divided doses Comes as 480 mg vial/ tablet, 80 mg Trimethaprim + 400 mg Sulfamethoxazole. Round to multiples of 480. Prednisone 40 mg q12h</td>
</tr>
<tr>
<td>CD diarrhoea</td>
<td>Clostridium difficile</td>
<td>Metronidazole 400 mg orally q8h or 500 mg iv q8h</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Fungal Infections</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Systemic Candida Infection</td>
<td>Fluconazole 400 mg iv daily</td>
</tr>
<tr>
<td>Other Systemic Fungus</td>
<td>Consult ID</td>
</tr>
<tr>
<td>Candida - oral - vaginal / perineal</td>
<td>Miconazole suspension Miconazole pessary daily plus local cream plus oral agent for all 5 days. Consider iv Fluconazole in severe cases</td>
</tr>
</tbody>
</table>
### Prophylactic Antibiotics

<table>
<thead>
<tr>
<th>Condition</th>
<th>Antibiotic</th>
<th>Dosage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Compound Ortho Fractures</td>
<td>Cephazolin 1g q8h</td>
<td>(for 3 doses only)</td>
</tr>
<tr>
<td>Compound Dental Fractures</td>
<td>Augmentin 1.2 g q8h</td>
<td></td>
</tr>
<tr>
<td>Elective Cardiothoracic Surgery</td>
<td>Cefazolin 2g</td>
<td>on induction, repeat 4 hours later, 3 hours after ICU admission and 11 hours postop.</td>
</tr>
<tr>
<td>ICP Catheter Insertion</td>
<td>Cefazolin 2g</td>
<td>(single dose)</td>
</tr>
<tr>
<td>EVD Drain</td>
<td>Cefazolin 2g</td>
<td>(single dose)</td>
</tr>
</tbody>
</table>

### Antibiotic / Antifungal Guidelines

<table>
<thead>
<tr>
<th>Drug</th>
<th>Adult Dosage</th>
<th>Child Dosage</th>
<th>Renal Impairment</th>
<th>Renal Replacement Therapy</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anticlovir</td>
<td>10mg/kg iv 8 hourly</td>
<td>25-50 GFR</td>
<td>Dose as in GFR &lt; 10</td>
<td>CAPD: not dialysed. Dose as in GFR &lt; 10</td>
</tr>
<tr>
<td></td>
<td>(watch in renal failure)</td>
<td>10-25 GFR</td>
<td>HD: dialysed. Dose as in GFR &lt; 10</td>
<td>CAV/VVHD: dialysed. Dose as in GFR 10 - 25</td>
</tr>
<tr>
<td></td>
<td>&lt;10 GFR</td>
<td>2.5 - 5 mg/kg daily</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Amoxicillin</td>
<td>1g q8h</td>
<td>10-50 GFR</td>
<td>Dose as in normal renal function</td>
<td>CAPD / HD: dialysed. Dose as in GFR &lt; 10</td>
</tr>
<tr>
<td></td>
<td>60-120 GFR</td>
<td>250 mg q8h</td>
<td></td>
<td>CAV/VVHD: dialysed. Dose as in normal renal function</td>
</tr>
<tr>
<td>Augmentin</td>
<td>1.2 g q8h</td>
<td>30-50 GFR</td>
<td>Dose as in normal renal function</td>
<td>CAPD / HD: dialysed. Dose as in GFR &lt; 10</td>
</tr>
<tr>
<td></td>
<td>10-30 GFR</td>
<td>1.2g q12h</td>
<td>HD: dialysed. Dose as in GFR &lt; 10</td>
<td>CAV/VVHD: dialysed. Dose as in GFR 10-20</td>
</tr>
<tr>
<td></td>
<td>&lt;10 GFR</td>
<td>0.6-1.2g q12h</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Caspofungin</td>
<td>70 mg loading dose on day1, then 50 mg daily. 70 mg/kg/d if BW &gt; 80kg</td>
<td>1g q12h</td>
<td>Dose as in normal renal function</td>
<td>Not dialysed. Dose as in normal renal function</td>
</tr>
<tr>
<td>Cefazolin</td>
<td>1 g q8h</td>
<td>10-50 GFR</td>
<td>1-2 g q12h</td>
<td>HD: 2g after each HD</td>
</tr>
<tr>
<td></td>
<td>&lt;10 GFR</td>
<td>1-2g q 24-48h</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cefipime</td>
<td>1 g q12h</td>
<td>10-50 GFR</td>
<td>0.5 - 1g q8-12h</td>
<td>CAPD: dialysed. Dose as in GFR &lt; 10</td>
</tr>
<tr>
<td></td>
<td>&lt;10 GFR</td>
<td>0.5 - 1g q8-12h</td>
<td>HD: dialysed. Dose as in GFR &lt; 10</td>
<td>CAV/VVHD: not dialysed. 1g q12h</td>
</tr>
<tr>
<td>Cefotaxime</td>
<td>1-2 g q8-12h</td>
<td>100-150 GFR</td>
<td>Dose as in normal renal function</td>
<td>CAPD/HD: dialysed. Dose as in GFR &lt; 10</td>
</tr>
<tr>
<td></td>
<td>&lt;10 GFR</td>
<td>0.5-1g q8-12h</td>
<td>HD: dialysed. Dose as in GFR &lt; 10</td>
<td>CAV/VVHD: not dialysed. 1g q12h</td>
</tr>
<tr>
<td>Ceftazidime</td>
<td>1-2 g q8-12h</td>
<td>31-50 GFR</td>
<td>1g q12h</td>
<td>CAPD: dialysed</td>
</tr>
<tr>
<td></td>
<td>16-30 GFR</td>
<td>1g q24h</td>
<td>0.5-1g q24-48h</td>
<td>0.5-1g q24h</td>
</tr>
<tr>
<td></td>
<td>6-15 GFR</td>
<td>0.5 g q24h</td>
<td>CAV/VVHD: not dialysed. 0.5-1g q24h</td>
<td>0.5-1g q24h</td>
</tr>
<tr>
<td></td>
<td>&lt;5 GFR</td>
<td>0.5 g q48h</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Drug</td>
<td>Adult</td>
<td>Child (mg/kg/day)</td>
<td>Renal Impairment GFR (ml/min)</td>
<td>Renal Replacement Therapy</td>
</tr>
<tr>
<td>--------------</td>
<td>----------------</td>
<td>------------------</td>
<td>-------------------------------</td>
<td>---------------------------</td>
</tr>
<tr>
<td>Ceftriaxone</td>
<td>1 g q24h</td>
<td>20 - 50</td>
<td>Dose as in normal renal function</td>
<td>Not dialysed. Dose as in normal renal function.</td>
</tr>
<tr>
<td></td>
<td>(severe infections, meningitis, endocarditis: 2-4g daily)</td>
<td>10-20</td>
<td>750 mg - 1.5 g q8h</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>&lt;10</td>
<td>750 mg - 1.5 g q24h</td>
<td></td>
</tr>
<tr>
<td>Cefuroxime</td>
<td>1.5 g q8h</td>
<td>100</td>
<td>20-50</td>
<td>Dose as in normal renal function</td>
</tr>
<tr>
<td></td>
<td></td>
<td>10-20</td>
<td>750 mg - 1.5 g q8-12h</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>&lt;10</td>
<td>750 mg - 1.5 g q24h</td>
<td></td>
</tr>
<tr>
<td>Ciprofloxacin</td>
<td>100 - 400 mg q12h</td>
<td>20-50</td>
<td>50% of normal dose</td>
<td></td>
</tr>
<tr>
<td>Clindamycin</td>
<td>600 mg q12h</td>
<td></td>
<td>Dose as in normal renal function</td>
<td>Not dialysed. Dose as in normal renal function.</td>
</tr>
<tr>
<td>Erythromycin</td>
<td>1 g q6h</td>
<td>30 -50</td>
<td>10-50</td>
<td>Dose as in normal renal function</td>
</tr>
<tr>
<td></td>
<td></td>
<td>&lt;10</td>
<td>50-75% of normal dose, max 1.5 g daily</td>
<td></td>
</tr>
<tr>
<td>Flucloxacillin</td>
<td>1-2 g q6h</td>
<td>50-100</td>
<td>10-50</td>
<td>Dose as in normal renal function</td>
</tr>
<tr>
<td></td>
<td></td>
<td>&lt;10</td>
<td>Dose as in normal renal function, up to 4g/day</td>
<td></td>
</tr>
<tr>
<td>Fluconazole</td>
<td>400 mg load, 400 mg daily</td>
<td>10-50</td>
<td>50% of normal dose</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>&lt;10</td>
<td>Dose as in normal renal function</td>
<td></td>
</tr>
<tr>
<td>Gentamycin</td>
<td>7 mg/kg/d, single dose (see appendix for dosing and levels)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Imipenem</td>
<td>500 mg q6h</td>
<td>31-70</td>
<td>0.5-1g q8h</td>
<td>Dose as in GFR &lt;10</td>
</tr>
<tr>
<td></td>
<td></td>
<td>21-30</td>
<td>0.5-1g q12h</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>&lt;20</td>
<td>250 mg (or 3.5mg/kg whichever is lower) q12h</td>
<td></td>
</tr>
<tr>
<td>Meropenem</td>
<td>0.5 - 1 g q8h</td>
<td>25-50</td>
<td>1g q12h</td>
<td>Dose as in GFR &lt;10</td>
</tr>
<tr>
<td></td>
<td></td>
<td>10-25</td>
<td>500mg q8h</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>&lt;10</td>
<td>500mg q24h</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

CAPD: dialysed
HD: not dialysed
CVA/VVHD: dialysed, if known
NOT DIALYSABLE: Dose as in normal renal function.
CAPD: unknown dialysability
HD: dialysed.
CVA/VVHD: unknown
## APPENDIX 4 Antibiotics for Intensive Care

<table>
<thead>
<tr>
<th>Drug</th>
<th>Adult</th>
<th>Child (mg/kg/day)</th>
<th>Renal Impairment GFR (ml/min)</th>
<th>Renal Replacement Therapy</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Metronidazole</strong></td>
<td>iv: 500 mg q12h suppository: 1 g q12h po: 400 mg q12h</td>
<td>50</td>
<td>10-50 Dose as in normal renal function &lt;10 normal dose Q12h</td>
<td>CAPD: not dialysed. Dose as in GFR &lt;10. HD: dialysed. Dose as in normal renal function. CVA/VVHD: unknown. Dose as in normal renal function.</td>
</tr>
<tr>
<td>Penicillin G</td>
<td>0.6g - 14.4g daily in 2-4 divided doses</td>
<td>50 - 250</td>
<td>10-20 75% of normal dose &lt;10 20-50% of normal dose. Max 6 MU/day in ESRF</td>
<td>CAPD/HD: dialysed. Dose as in GFR ≤ 10. CAV/VVHD: dialysed. Dose as in GFR 10-20.</td>
</tr>
<tr>
<td>Rifampicin</td>
<td>600-1200 mg daily</td>
<td>20</td>
<td>10-50 Dose as in normal renal function &lt;10 50-100% of normal dose</td>
<td>CAPD/HD: not dialysed. Dose as in GFR &lt;10. CAV/VVHD: unknown. Dose as in normal renal function.</td>
</tr>
<tr>
<td>Roxithromycin</td>
<td>600 mg po / ng daily</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tazocin</td>
<td>4.5 g q6h</td>
<td>20-50</td>
<td>20-50 Dose as in normal renal function &lt;20 4.5 g q12h</td>
<td>CAPD / HD: dialysed. Dose as for GFR ≤ 10. CAV/VVHD: dialysed. Dose as for GFR 10-20.</td>
</tr>
<tr>
<td>Vancomycin</td>
<td>1 g q12h (6 hourly for meningitis) (see also appendix for dosing)</td>
<td>20 - 40</td>
<td>20-50 500 mg q12-24h 10-20 500 mg q24-48h &lt;10 500 mg q48-96h</td>
<td>CAPD/HD: not dialysed. Dose as in GFR &lt;10. CAV/VVHD: unknown. Dose as in GR 10-20.</td>
</tr>
</tbody>
</table>
Specific dosing regimens and therapeutic levels

Gentamicin

Concentration-dependent killing ➔ peak : MIC > 8 - 10

Toxicity: Nephrotoxicity. Ototoxicity. Increased incidence with consistent levels:
  Peak > 12-14 mg/L   or
  Trough > 2 mg/L

Dosing: All dosing is by Lean Body Weight. Dose: 7 mg/kg/d in single dose
  (adjust to nearest 40 mg)

Lean Body weight:

male: 50kg + 0.9kg/cm height > 150 cm
female: 45kg + 0.9kg/cm height > 150 cm

Levels:

Obtain a single random blood sample between 6 and 14 h after the start of an
aminoglycoside infusion (over 1 hour).
This single concentration will be evaluated on the nomogram for once-daily drug
administration (see nomogram).

• If the level falls in the area designated q24h, the dosing interval is q24h (the same
  applies for the areas of q36h and q48h).
• If the point is near the line, the longer interval is chosen to avoid drug accumulation and
  provide a sufficient drug-free period.
• If the random drug concentration in serum is off (i.e., above) the nomogram between the
  6- and 14-h time points, the scheduled therapy is stopped and the drug concentration in
  serum is monitored to determine the appropriate time for administration of the next dose
  (i.e. concentration of 1 mg/l).
• Although determination of even a single random concentration may no longer be
  necessary for many patients, it will be necessary to obtain several samples for patients
  with changing CLCRs or those whose CLCRs are significantly reduced.
• When ODA therapy is continued for > 5 days, random drug concentrations in serum
  should be determined weekly to monitor therapy.
Exclusion of ODA: Paediatrics, pregnancy, burns (20%), ascites, dialysis, enterococcal endocarditis.
**Vancomycin**

Time-dependent killing ➔ max 24h-AUC:MIC ratio

**Toxicity:** Ototoxicity. Nephrotoxicity. Red-man-syndrome ∝ Peak serum levels.

**Dosing:** Initial dose 1g iv over 1 hour in all patients.
Morbidly obese: 30 mg/kg/d based on actual body weight; they might require a more frequent dosing interval due to faster clearance.

Subsequent dosing guided by creatinine clearance: (or as per level)
- CrCl 20-50 ml/min - 500 mg iv q12-24h
- CrCl 10-20 ml/min - 500 mg iv q24-48h
- CrCl < 10 ml/min - 500 mg q48-96h

CAPD/HD: not dialysed. Dose as in GFR ≤ 10
CAV/VVH: unknown dialysability. Dose as in GFR 10-20 ml/min

<table>
<thead>
<tr>
<th>Cockcroft-Gault Equation:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Creatinine Clearance ml/min = (140 - age) x weight (kg)</td>
</tr>
<tr>
<td>815 x serum creatinine (mmol/l)</td>
</tr>
</tbody>
</table>

**Levels:** Target trough level: 10-20 mg/L (1h before next dose)

Check first trough level
a) stable renal function: 1hr pre-dose on day 3 (steady-state),
   then every 3 days thereafter
b) unstable or CrCl <10ml/min: levels at 24h intervals.
   When level <10 mg/l give another 1g dose.
APPENDIX 5

Cardiac Surgical Management in Intensive Care

On Admission:
Take verbal handover from anaesthetist and cardiothoracic registrar.

Important information on handover:
- Elective vs in-hospital vs emergency surgery
- Functional state & left ventricular function pre-operatively
- Renal function, previous medical history
- Type of surgery, which surgeon
- Anaesthetic complications (intubation, lines)
- Surgical complications (any difficulties with grafts, valves or cannulation, bleeding)
- Bypass information (bypass time, problems coming off bypass)
- Transfusions, thromboelastogram (TEG) results
- Intraoperative transoesophageal echo(systolic/diastolic function, valves, right ventricle)
- Pacing leads (what kind, tested and working, paced, underlying rhythm)
- Intra-aortic balloon pump (surgical vs percutaneous placement, trigger, timing) if present

Ventilation:
Unless otherwise suggested:
- Initial ASV, FiO2 0.5, PEEP 5cmH2O, MV 100%
- Check chest inflating bilaterally, listen
- Chart ABG parameters e.g. PaO2 > 60, SaO2 90-95%

Haemodynamic Parameters
- Chart MAP, CVP, PCWP (if PA catheter in-situ)
- Chart current vasoactive infusions
- Consider:
  - Volume challenge - may need multiple fluid boluses
  - Change Phenylephrine to Noradrenaline if escalating doses - SvO2 (either from pulmonary artery catheter or central venous line if no PAC present)
  - Add Milrinone if poor cardiac function
  - Pacing if rate < 80/min in a synchronised mode
  - PA catheter
  - Contact surgical team
  - Cardiac tamponade - is an urgent TOE required?
  - Intra-aortic balloon pump

Fluids:
Chart maintenance fluids at 0.75 ml/kg/hr of 5% Dextrose
For hypovolaemia/low CVP or PCWP:
- Plasmylalte 500-1000 ml bolus, repeat if effective
- Red cells if Hb <70 g/L or < 80g/l if bleeding

Drug Chart:
Please use the preprinted cardiac drug chart for the post-operative cardiac surgical patient ONLY. Ensure there are no contraindications for the charted meds. Fill in the appropriate doses and sign EACH DRUG SEPARATELY. Ensure there are no duplications with pre-existing drug charts.
Aspirin:
100 mg (enteric coated) stat as soon as possible post-extubation
100 mg (enteric coated) po mane for all CABG patients (or 150mg non-enteric coated if administered via nasogastric tube)

Simvastatin or Atorvastatin:
40 mg po nocte for CABG
(or chart patient’s ‘normal’ statin at pre-op dose)

DVT prophylaxis:
Enoxaparin 40 mg sc nocte from day 1 post operation (if not bleeding), 20 mg if renal impairment

Antihypertensives:
Cross-off pre-op antihypertensives
Metoprolol will be re-introduced at small dose once patient off inotropes, stable and not bradycardic (if no other contra-indications)

Warfarin:
For valves check requirement (all mechanical valves life-long. Tissue valves may get Warfarin for 3 months, mainly for MVR but this varies by surgeon)
post-op Day 1 Warfarin 3mg po nocte or consider Heparin infusion/Clexane
The loading regimen is 3/3/3 over 3 consecutive days unless INR otherwise elevated.

Cephazolin:
Chart single dose on once only section: 2g to be given 8 hours after last intra-operative dose.

Chart Potassium Chloride (KCl) in prn section (via CVL, ICU only).
If K < 4.5 give 10 mmol KCL
If K < 4.0 give 20 mmol KCL

Gastric ulcer prophylaxis:
Omeprazole 40mg daily for high risk e.g. ulcer history, prolonged ventilation

Analgesia/Antiemetic:
Paracetamol 1g 6 hourly po/pr (NOT iv)
Tramadol 50-100mg prn 6 hourly (po or iv)
PCA Morphine as standard, consider Fentanyl if allergy or renal impairment
Generally avoid NSAID given the typical patient population group (elderly, diabetic, bypass- induced renal injury etc)
Ondansetron, Metoclopramide, Cyclizine

Sedation:
Chart Propofol infusion
Alternative Midazolam bolus/infusion or Morphine/Midazolam infusion

Inotropes/Vasoactives:
Noradrenaline premix (10mg in 100ml) charted at 1-20mls/hr
Adrenaline (10mg in 100ml) charted at 1-20mls/hr

We also use Milrinone and Vasopressin on those patients that need it.
Levosimendan is by ICU specialist request only & is not used routinely
**Significant Bleeding:**
Contact surgical team *early* if concerned
Follow TEG guided Transfusion Protocol (see attached)
**Order CXR** – and review (ETT and CVL position, pleural effusion, pneumothorax, IABP, PAC etc.)

**New onset AF:**
Check electrolytes
Correct Mg$^{2+} > 1.0$
Amiodarone 300mg over 1 hours, then 900mg over 24 hours (usually in 2 divided 450mg doses)
Digoxin 500mcg, then 500mcg 6 hours later if required

**Hypertension:**
*GTN* or *SNP* infusion
Resume pre-op antihypertensives

**Intra-aortic Balloon Pump:**
Check position on CXR - radio-opaque tip should be just below aortic arch. Feel for left radial pulse and pedal pulses, check insertion site, check adequate triggering and timing.
Is there Significant Bleeding\(^1\) or a High Risk Procedure\(^2\)？

- Yes
  - On Theatre TEG:
    - Examine R time (mins) on KH TEG
      - R < 10 → no FFP
      - R 11-14 → 1u FFP
      - R 15-20 → 2u FFP
      - R > 20 → 4u FFP
    - If the R difference between the K TEG & the KH TEG is > 3 mins then give 0.5mg/kg of Protamine
      - No
        - Consider giving 1 pool of platelets if not given in theatre
      - Yes
        - MA < 49mm
          - No
            - < 41mm → 2 pools platelets
            - 41-49mm → 1 pool platelets
          - No
            - No cryoprecipitate
        - Yes
          - α < 45 degrees
            - No
              - No platelets
            - Yes
              - Give 2 pools platelets
    - Is INR ≥ 1.5?
      - No
        - No platelets
      - Yes
        - 1.5-2.0 → 2u FFP
        - > 2.0 → 4u FFP
    - Is Fibrinogen < 1.5?
      - No
        - No cryoprecipitate
      - Yes
        - 1u cryo per 30kg body weight
    - Is there an indication for platelets?\(^3\)
      - No
        - No platelets
      - Yes
        - Give 2 pools platelets
    - Laboratory coagulation profile & full blood count performed on arrival in ICU or at completion of products running
      - Repeat laboratory coagulation profile & full blood count after products are administered

- No
  - No Products

No platelets are given if the patient is not bleeding or is not high risk.
Transfusion thresholds are <70g/l if the patient is not significantly bleeding & <80g/l if bleeding is significant – this is based on the Hb measured on the ICU ABG machine & does not require verification from a formal laboratory sample.

1 Significant bleeding is defined as

- >150 mls in the first 30 minutes
- >250 mls in the first hour
- >150 mls in the second hour
- >100 mls in subsequent hours

2 High risk procedures are Bentall’s procedure, any other aortic arch surgery, bilateral mammary harvest, MVR + CABG, double valve and any redo procedure.

3 Platelets are indicated if the platelet count is less than 50x10^9/l OR the patient was on aspirin/clopidogrel/dipyridamole within 5 days of surgery. If bleeding is significant, consider giving platelets irrespective of other considerations if they have not already been administered.

The Cardiothoracic specialist and the ICU specialist should be notified if bleeding is > 400ml in the first hour or >300ml/hr in any subsequent hour.

Consider Calcium if ionized Ca<1.0mmol/l, Tranexamic acid (dose 10–20mg/kg i/v) or DDAVP (dose 0.3mcg/kg i/v over 30 minutes, given once, maximum dose 24mcg) if bleeding is ongoing.

Activated factor VIIa should only be given once surgical bleeding is excluded (by a return to Theatres).
Severe Head Injuries

Initial Management

The approach to management is in accordance with the principles of ATLS with a primary survey and immediate treatment of life-threatening injuries followed by a secondary survey from head to toe to systematically evaluate injuries followed by definitive treatment.

General Statements

All patients admitted to Intensive Care with an altered level of consciousness (GCS < 15) will have a head CT scan.

In all patient admitted with a GCS < 15 assume a cervical spine injury unless proven otherwise. Exclude with a CT scan neck as plain views will miss 7-30% of C-spine injuries and we can’t safely clear the neck clinically in a patient with altered conscious state. Consider an MRI if there is neurological deficit.

Any patient who is not awake enough to have an ongoing clinical examination of their abdomen will have an intra-abdominal injury excluded by CT, FAST scan or laparotomy.

Any patient with a high speed or large force mechanism of injury, who cannot have a thoracic or lumbar spine injury excluded clinically, will have thoracic and lumbar x-rays or CT scan to exclude injury.

Preferably all patients in peripheral hospitals who require an ICP bolt should be transferred to Wellington.

General Care of Patients with Severe Head Injury

General principles:
Prevention of secondary injury, maintenance of cerebral perfusion and oxygenation, control of ICP (minimising cerebral swelling and control extra-cranial factors).

Airway and breathing
Criteria for endotracheal intubation:
Patients with GCS ≤ 10 must be intubated early. Some patients with GCS > 10 may require intubation and ventilated to protect and maintain airway or to control ventilation. Remember to protect the C-spine (in-line stabilisation) and prevent aspiration (RSI).

Ventilatory goals:
Keep Sat > 95%, PaCO₂ 35 - 40 mmHg. Use 5 cm PEEP routinely as you would with any other patient. Do not reduce PEEP below this level in the belief it will reduce ICP.
**Circulation**

*Circulatory goals:*
Cerebral perfusion pressure is very important. In the absence of ICP monitoring maintain MAP > 80 mmHg using crystalloid and/or Noradrenaline (see below), if the patient has a GCS of \( \leq 8 \).
If ICP monitoring is being used then maintain MAP to keep a Cerebral Perfusion Pressure (CPP) > 60.

\[
\text{CPP} = \text{MAP} - \text{ICP}
\]

**How to achieve these goals:**
Hypotension is usually not due to brain injury itself. Exclude and treat other injuries (haemorrhage, spinal cord injury, cardiac tamponade/contusion, tension pneumothorax).

**Fluids:**
Euvolaemia must be established if the patient is hypotensive. Give fluid until no longer fluid responsive. Use crystalloid as the preferred resuscitation fluid and blood/products if indicated. (Albumin was shown to potentially worsen outcome in TBI in the SAFE trial).
The usual transfusion threshold in ICU is Hb 70 g/L. If the patient has intracranial hypertension or is having CPP directed therapy the transfusion threshold is 80 g/L.

**Inotropes:**
Noradrenaline (NA) is most commonly used. It is predominantly alpha agonistic, hence very good at increasing MAP with little tendency to produce tachycardia and polyuria. Use only after the patient is volume repleted and CPP targets are not yet achieved.

**Monitoring:**
Arterial line and central line.

**Position**
Position the patient 15-30 degrees head up with the head in line with the trunk (ie not turned). Avoid venous obstruction at neck.
Consider supine position if the patient is in shock and if this would improve CPP.

**Sedation / Paralysis**
Sedate the patient generously with Propofol +/- Morphine and Midazolam to control ICP.
Do not routinely paralyse (see below).

**Fluid management**
Give adequate fluid to maintain cerebral and renal perfusion.

Avoid hyponatraemia; avoid giving lots of free water as 5% dextrose or enteral feed.
Serum Na+ target 140 - 150 mmol/L.
Start with 0.9% saline or Plasmalyte at 50-100 ml/hr and adjust according to clinical requirements.
Inappropriate ADH secretion:
is common and presents as a falling Na\(^+\) and osmolality, with a low, normal or high urine output and commonly a high urine osmolality (> 400mosm/l). This is not a salt deficiency but a water excess.

Treat initially by fluid restriction (0 – 40 mls/hour) and then with concentrated 23.4% NaCl. Use in 20ml amounts, each over 60 min.

Prolonged SIADH may occur with very low urine outputs of 10 - 20mls/hr. Do not “treat” this if the patient is well perfused with good MAP, normal renal function and acid base measures. The patient's glomerular filtration and creatinine clearance are normal but they have a very high distal tubular water reabsorption.

Hypertonic NaCl:
You can calculate the amount to give as follows, if you wish:

\[
4\text{ml/kg of x\% saline raises serum sodium by x mmol/l}
\]

or

\[
\text{Mmol of Saline = body wgt x 0.4 x no of mmol to raise Na}^+
\]

To raise Na\(^+\) by 5 (140 \(\rightarrow\) 145) use 70 x 0.4 x 5 = 140mmol = 40ml 20% strong salt.

Diabetes insipidus:
is uncommon but occurs with brain ischaemia. It presents as large volume urine outputs and a rising Na\(^+\) or osmolality. Large urine outputs are common in patients who have received large volumes of fluid and who are made hypertensive but this is not DI.

To distinguish DI you must document a rapidly rising Na\(^+\) eg 150, 155, 160, and serum/urine osmolarities.

DDAVP:

**NEVER ADMINISTER DDAVP TO A PATIENT WITHOUT FIRST DISCUSSING IT WITH THE ICU or NEUROSURGICAL Specialist.**

1. Patients with raised intracranial pressure may be very sensitive to decreases in serum osmolarity - this makes DDAVP a very dangerous drug in this group of patients. It should only be used with due consideration of the risks and benefits.

2. Pre-emptive DDAVP is appropriate if a patient has had active therapy withdrawn and is coning (in this circumstance it is appropriate to use DDAVP to prevent the onset of severe hypernatraemia that would preclude brain death testing)

3. If DDAVP is used to treat, then the appropriate dose is 1-2mcg only (not more than this). You are treating the Na\(^+\) not the urine output. You may need to measure the Na\(^+\) every two hours to monitor what you do. Discuss with the ICU specialist.
**Temperature**
Avoid hyperthermia. Actively cool if temperature > 38\(^\circ\) C.
If ICP becomes too high (see below), consider lowering the patient’s core temperature to 36-37\(^\circ\)C.

**Anticonvulsants**
No routine seizure prophylaxis.
Stop any fitting with Propofol or Benzodiazepines.

Patients will be loaded with Phenotoin after their first generalised seizure (with the exception of “immediate” seizures occurring at the scene). Phenotoin may also be prescribed prophylactically in high risk patients at the discretion of the neurosurgeon.

Load Phenotoin 20mg/kg over 30 minutes, then 5 mg/kg/day. Measure levels if concerns about seizure control or toxicity.
Therapeutic level: 40 - 80 \(\mu\)mol/l.

**Glycaemic control**
Maintain BSL 6-10 mmol/L (avoid hyperglycaemia).

**Venous thrombo-embolism prophylaxis**
- All patients in ICU should receive mechanical DVT prophylaxis (compression stockings/ sequential compression devices).
- No patient with a ventriculostomy tube in situ should receive chemical DVT prophylaxis.
- All patients with head injury or subarachnoid haemorrhage (except those with EVDs) will commence chemical DVT prophylaxis at 72 hours after ICU admission provided that there is no evidence of dynamic changes on a CT head at that time and no neurosurgical intervention is planned. If DVT prophylaxis is not commenced this decision will be reviewed and documented by the neurosurgeon daily.
  - The preferred chemical DVT prophylaxis is enoxaparin 40 mg sc daily (at night); or 20 mg sc daily if the patient has renal impairment.
  - If ICP monitors are to be removed, they should be removed at least 14 hours after the most recent dose of enoxaparin. The next dose of enoxaparin should not be given for at least 2 hours.
  - If DVT prophylaxis is not administered then surveillance ultrasound of the lower limbs should be performed every 72 hours.
  - Consider an IVC filter if a DVT is present.

**Nutritional support**
Aim to commence enteral nutrition within 24h and achieve full nutrition within 72h.

**Stress ulcer prophylaxis**
As for all other critically ill patients.

**Antibiotic prophylaxis**
- No antibiotics (except in theatre) are to be administered for patients with EVDs.
- No antibiotics are to be administered for compound skull fractures (including base of skull fractures) unless the wound was contaminated.
- No CSF specimens need to be sent from EVDs until they have been in for 5 days; thereafter, they will be measured daily (CSF specimens may be indicated earlier - for example if the patient is febrile).
CT head
CT scans will usually be repeated after 24 hours unless ICP monitoring has shown the ICP to be low and there are no significant focal lesions on the initial CT.

Subsequent scans may be needed for episodes of raised ICP or to monitor haematoma size.

ICP monitoring

**Indications for ICP monitoring:**
- All patients with a GCS ≤ 9.
- Head Injury and ventilated/sedated and CT evidence of raised ICP.

**Also consider for ICP monitoring:**
- Patient is ventilated and sedated and considered at risk of developing raised ICP (high energy injury, age > 40, motor posturing, CT evidence of diffuse vascular injury, period of prolonged hypoxia or hypotension)
- Patients with a head injury, a normal CT head scan and who are not considered to be at particularly high risk of developing raised ICP but who are ventilated/sedated because of other injuries and will be inaccessible to clinical examination for some time.

ICP monitors will be inserted by neurosurgeons or their registrar.

Neurophysiology

Some patients with severe head injuries requiring ICP monitoring will have sensory evoked potentials (SEPs) measured on day 1 or 2. This is usually if we suspect a severe diffuse axonal injury.

Call neurophysiology technician: ext. 80183  Fax 80072

Specific Management of Raised ICP

Threshold for intervention is 20 mmHg (in adults) unless otherwise specified by the neurosurgeon.

If ICP rises above the treatment threshold for more than five minutes, quickly check the following:

1. **Optimise blood flow to and from the brain:**
   - check ventilation: PaO₂, PaCO₂, airway pressures (correcting the CO₂ can
improve things rapidly and effectively!
- exclude venous obstructions (head position/ tube tie, CVP, PEEP)
- defend CPP 60 mmHg

2. Reduce brain metabolic rate:
   - adequate sedation/analgesia? (Opioids, Benzodiazepines, Propofol)
   - Barbiturate loading (see below)
   - normothermia 36-37°C.
   - avoid hyperglycaemia, fever, seizures

3. Decrease brain cell volume and/or blood volume:
   - aim for max. Na+ 150-155, Osm 290-310 with hypertonic saline
   - 0.25 g/kg Mannitol

4. Reduce CSF volume:
   - External Ventricular Drainage (EVD)

5. Give the brain more room:
   - Following publication of the DECRA trial, decompressive craniectomy is no longer recommended for patients with severe intractable intracranial hypertension

Consider repeat CT scan

Several options exist for managing raised ICP - the strategy for each patient should be discussed with the neurosurgeon and ICU specialist.

EVD
This may be inserted if hydrocephalus exists or may be used to drain normal ventricles to manage ICP. It will be inserted in theatre and the drain will be set at a specified level and left on continuous drainage.
The neurosurgical staff should be contacted if there is no (zero) fluid drainage over several hours (drain may be blocked) or there is excessive drainage > 40mls/hr (level set too low). A CSF sample will be sent for analysis daily.

The EVD will not be used to monitor ICP where possible. This will be done with the Codman monitor.

Routine antibiotic prophylaxis is not required for EVDs other than a single dose on insertion.
Removal of the EVD is the responsibility of the neurosurgical team.

Barbiturate Coma / Thiopentone:
This is an option for refractory intracranial hypertension, but not routinely used here.

Paralysing:
Do not routinely paralyse but use for coughing and straining if ICP is difficult to control.
Give as intermittent boluses of atracurium (unless contraindicated). Use neuromuscular monitoring - aim for Train Of Four of 2/4 twitches. Paralysis may mask seizures.
ICP control Management guidelines (From the protocol the EPO-TBI ANZIC trial)

ICP $> 20$ mmHg

ICP $> 20$ mmHg
Drain CSF if EVD present

ICP $> 20$ mmHg
Consider hypertonic saline or mannitol bolus

ICP $> 20$ mmHg
Reconsider EVD if not in place
Consider repeat CT brain scan

ICP $> 20$ mmHg
Consider cooling to 35°C

ICP $> 20$ mmHg
Consider thiopentone coma

Contact the ICU Specialist and/or Neurosurgeon if you are having difficulty controlling a patient’s ICP.
Waking up

General management with tight control of CPP, osmolality, sedation and ventilation may be stopped when the patient’s ICP has remained normal for 24 hours and no further swelling/oedema is expected.

ICP monitoring should continue when the patient’s sedation is stopped to assess any changes in ICP that “waking” may produce.

Withdrawing Treatment

Any decision to withdraw treatment will be made by joint discussion with neurosurgical and intensive care specialists after taking into consideration the patient’s age, prior health, injury and presentation, initial and subsequent CTs, SEPs, ICP, operative result and clinical examinations.

Patients with bilaterally absent median nerve SEP responses are extremely likely to be vegetative or become brain dead. Consideration will be given to stopping all sedation and allowing a clinical evaluation to confirm the poor prognosis.
Neurosurgical Management – Subarachnoid Haemorrhage

Grading

Hunt and Hess (Prognosis worse with higher grade)

<table>
<thead>
<tr>
<th>Grade</th>
<th>Symptoms</th>
</tr>
</thead>
<tbody>
<tr>
<td>I</td>
<td>Asymptomatic, mild headaches, slight nuchal rigidity</td>
</tr>
<tr>
<td>II</td>
<td>Moderate - severe headache, nuchal rigidity, no neurological deficit other than cranial nerve palsy</td>
</tr>
<tr>
<td>III</td>
<td>Drowsiness / confusion, mild focal neurological deficit</td>
</tr>
<tr>
<td>IV</td>
<td>Stupor, moderate - severe hemiparesis</td>
</tr>
<tr>
<td>V</td>
<td>Coma, decerebrate posturing, moribund appearance</td>
</tr>
</tbody>
</table>

WFNS

<table>
<thead>
<tr>
<th>Grade</th>
<th>GCS</th>
<th>Motor deficit</th>
</tr>
</thead>
<tbody>
<tr>
<td>I</td>
<td>15</td>
<td>none</td>
</tr>
<tr>
<td>II</td>
<td>13 - 14</td>
<td>none</td>
</tr>
<tr>
<td>III</td>
<td>13 - 14</td>
<td>present</td>
</tr>
<tr>
<td>IV</td>
<td>7 - 12</td>
<td>none / present</td>
</tr>
<tr>
<td>V</td>
<td>3 - 6</td>
<td>none / present</td>
</tr>
</tbody>
</table>

Modified Fisher Scale (predict vasospasm - worse with higher grade)

<table>
<thead>
<tr>
<th>Grade</th>
<th>Haemorrhage appearance (CT)</th>
</tr>
</thead>
<tbody>
<tr>
<td>I</td>
<td>Focal or diffuse, thin SAH (&lt;1mm), no IVH</td>
</tr>
<tr>
<td>II</td>
<td>Focal or diffuse, thin SAH, with IVH</td>
</tr>
<tr>
<td>III</td>
<td>Focal or diffuse, thick SAH (&gt;1mm), no IVH</td>
</tr>
<tr>
<td>IV</td>
<td>Focal or diffuse, thick SAH, with IVH</td>
</tr>
</tbody>
</table>

Management

Before Clipping: (Unclipped/uncoiled aneurysm)

Haemodynamic targets:

- minimum MAP:
  - initially >60
  - may ask for >70 if age >75, oliguria, renal impairment
- maximum systolic:
  - aneurysmal - attempt to keep sys <140
- prepontine - accept <160
- antihypertensive agent
  - initially increase nimodipine
  - may need to add ACEI/B-blockers
  - third line doxazosin

**Timing of intervention:**
Generally aim for early intervention in those patients with low grade (as defined by Hunt and Hess or WFNS scoring)

**Vasospasm with unsecured aneurysm:**
This is a complicated situation requiring discussion between Neurosurgeon and Intensivist.

**After Clipping:**

**Haemodynamic targets:**
Minimum MAP: >70

**Fluids:**
Which fluid is used is not important. How much fluid is used, is important.
Hyponatraemia is managed by water restriction not saline administration.

---

### Vasospasm Management

#### Prevention

**Calcium Channel Blockers - Nimodipine:**
Starting generally as soon as practicable following diagnosis of SAH.

**Administration:**
Nimodipine 60mg NG 4 hourly or
i.v. preparation given at 5-10ml/hr (1-2mg) with 1:4 co-infusion. MOH policy requires 'fluid'; either N/S or D5W acceptable. This is because of the irritant alcohol Nimodipine is dissolved in.
- iv Nimodipine should not be used unless the patient is not absorbing feeds; if iv Nimodipine is used, it should be changed to oral/nasogastric as soon as feed is tolerated.
- **Nimodipine should be withheld if the patient is on Noradrenaline - do not give both together**, if Nimodipine causes significant hypotension, a reduced oral/nasogastric dose of 30 mg may be trialled.

#### Treatment

**HHH Hypertension:**
Attempt to increase MAP following onset of neurological change and observe for an improvement.
If any improvement, maintain increased MAP (likely 90-110) until deficit resolved and stable for >48 hrs when may cautiously reduce.
If no improvement with MAP increasing by 10-20 mmHg after 2-4 hrs consider interventional radiography.
Noradrenaline is the preferred agent (after adequate volume restoration). Unless otherwise specified the ceiling level of Noradrenaline of patients being treated for vasospasm will be 20 ml/hr.
Do not give nimodipine if the patient is on Noradrenaline; if Nimodipine causes significant hypotension, a reduced oral dose of 30 mg may be trialled.
Hypervolaemia:
Upon onset of neurological deficit administer volume during attempts to increase MAP.
In view of difficulties -
i) maintaining true hypervolaemia in young patients with normal renal function,
ii) concerns regarding increased mortality (attributed to ARDS but likely representing iatrogenic APO) in elderly patients or those with ischaemic heart disease, we will aim to maintain euvoelaemia or mild hypervolaemia rather than ongoing aggressive volume regimens.

Haemodilution:
General trend to accepting lower Hb levels of 80-100 has largely obviated need to target decreased PCV for rheostatic benefit.

Complications

Re-Bleeding
Hydrocephalus
Vasospasm / infarction
Delayed neurological deficit (metabolic, cardiovascular, infections, neuro)
Intraparenchymal haemorrhage
Meningitis
Seizures
Pulmonary complications: aspiration pneumonia, neurogenic pulmonary oedema
Electrolyte imbalance: SIADH, CSWS, Triple H therapy
Hyperglycaemia
ECG changes

Other Issues

EVD management:
ICU preference is for a separate ICP monitor and EVD if ICP monitor already present, rather than removing the ICP monitor and transducing the EVD.

DVT prophylaxis:
• All patients in ICU should receive mechanical DVT prophylaxis (compression stockings/sequential compression devices).
• No patient with a ventriculostomy tube in situ should receive chemical DVT prophylaxis.
• All patients with head injury or subarachnoid haemorrhage (except those with EVDs) will commence chemical DVT prophylaxis at 72 hours after ICU admission provided that there is no evidence of dynamic changes on a CT head at that time and no neurosurgical intervention is planned. If DVT prophylaxis is not commenced this decision will be reviewed and documented by the neurosurgeon daily.
• The preferred chemical DVT prophylaxis is Clexane 40 mg sc daily (at night); or 20 mg sc daily if the patient has renal impairment.
• If ICP monitors are to be removed, they should be removed at least 14 hours after the most recent dose of Clexane. The next dose of Clexane should not be given for at least 2 hours.
• Consider an IVC filter if a DVT is present.

Antibiotic prophylaxis:
• No antibiotics (except in theatre) are to be administered for patients with EVDs.
• No antibiotics are to be administered for compound skull fractures (including base of skull fractures) unless the wound was contaminated.
• No CSF specimens need to be sent from EVDs until they have been in for 5 days; thereafter, they will be measured daily (CSF specimens may be indicated earlier - for example if the patient is febrile).
INTRODUCTION

This manual outlines the early management of patients presenting with severe trauma to the Wellington Hospital. All patients with severe trauma ideally should be met on arrival, and will be initially assessed and resuscitated by the Trauma Team.

DEFINITION

Severe Trauma is traumatic injury causing abnormal breathing and/or shock and/or decreased level of consciousness (LOC).

Abnormal Breathing: Slow, rapid, periodic, noisy, struggling, or absent breathing.
Shock: Tachycardia, cool fingers/toes, ± SBP < 90mmHg (adults).
Decreased LOC: GCS < 14

Patients with severe trauma have injuries that are immediately life threatening.

In order of rapidity of death, injuries that impair the patency of the airway, the ventilation of the lungs, the circulation of the blood, and the level of consciousness are potentially lethal. Death caused by these injuries can frequently be prevented by early, appropriate resuscitation and treatment by skilled staff. Morbidity from these injuries is also likely to be substantially reduced. The patient then has a chance to stay alive long enough to have accurate diagnosis of all their injuries and to receive definitive treatment for them.
THE TRAUMA TEAM

MEMBERS

The members of the Trauma Team are:
1 ED House Officer/Registrar
2 ICU Registrar
3 General Surgical Registrar
   The junior medical staff are backed up by their respective consultants.
4 ED Nursing Staff
   Radiographer on call
   Transfusion Medicine Laboratory Technician

INITIATION OF A “TRAUMA CALL”

The call is usually initiated by the ED nursing staff after receiving a radio-telephone (R/T) message from the ambulance officers that they are transporting a patient who has severe trauma (cf definition).
The Trauma Team is activated by dialling 777 to call the Operator.

Patients with severe trauma may arrive without the Trauma Team being notified if:

1 Their level of trauma is underestimated by ambulance officers.
2 If ambulance officers have not used the R/T.
3 If the patient is not brought to hospital by ambulance.
4 If they are transferred from another hospital.

It is then the responsibility of the ED nursing and/or medical staff to assess the patient and to initiate the “Trauma Call" if the patient has abnormal breathing, shock, or a decreased level of consciousness.
They must then begin resuscitation while waiting for the other team members to arrive.

“TRAUMA CALL” PRIORITIES AND RESPONSIBILITIES

Trauma Team members must attend to any “Trauma Call” as a first priority. These calls take precedence over other responsibilities.

DO NOT ring the ED to find out if you are needed because you are needed. Only ring the operator to confirm that you have received the call and to find out the patient’s estimated time of arrival.

The general surgical registrar may be unable to attend because they are in theatre. It is the responsibility of the general surgical registrar to nominate another person if he/she is unable to attend. This may be the orthopaedic registrar, the general surgical consultant or an appropriately experienced person. This person must not be a house surgeon.

OTHER SPECIALTIES
The on call paediatric surgeon will be notified as soon as possible of all paediatric trauma patients.
ASSESSMENT AND RESUSCITATION

GENERAL PRINCIPLES

These principles apply to the management of all patients.

Human beings stay alive because:

1. Air moves in (oxygen) and out (carbon dioxide) of their lungs and
2. Their heart pumps oxygenated blood (goes) round and round their body.

Unless you are able to keep these things happening you won’t get a chance to find out, before the pathologist, what problems your patient had.

Assessment and resuscitation happen simultaneously. As you find a life threatening problem you fix it. You look for and treat problems in the following order:

A. Airway
B. Breathing
C. Circulation
D. Disability (LOC & neurologic problems)

and then

E. Exposure (uncover the whole patient)
F. Forgotten (things to remember to do)

You follow this order because untreated problems from the top of the list kill your patient faster than problems lower down.

Decreased LOC is life threatening.

1. Immediately because it threatens the airway and
2. Later because of the possibility of secondary brain injury from hypoxia and hypoperfusion leading to brain death.

SPECIFIC PRINCIPLES FOR THE SEVERE TRAUMA PATIENT

AIRWAY

You must make sure the patient has an airway through which they can breathe.

Use if necessary:

- Chin lift / jaw thrust ± oro/nasopharyngeal airways
- Endotracheal intubation
- Surgical cricothyroidotomy

Intubate patient early on clinical grounds of poor airway or inadequate breathing or coma (GCS 8 or less). Do not wait for blood gases to make the decision.

If patient is unconscious, you must protect their cervical spine. Unconscious patients with injury above the clavicle have a 5 - 10% incidence of cervical spine injury. Use a stiff cervical collar or manual immobilisation to maintain the cervical spine in neutral position.
**BREATHING**

1. Give oxygen to all trauma patients at 12 - 15 litres/min through a Hudson mask (approx 60% O$_2$) to begin with.
2. If you need to assist their ventilation use a self inflating bag/mask with reservoir bag at the same oxygen flow (approx 85 - 100% O$_2$). Patients requiring assisted ventilation need to be intubated and ventilated (>50% of severe trauma patients require ventilation).
3. Look for tracheal deviation, abnormal percussion note, unequal air entry, surgical emphysema. Treat a clinical tension pneumothorax with IV cannula thoracostomy. The chest drain can come later. All chest drains will be inserted by blunt dissection and will be 28 Fr gauge or larger (even for simple pneumothoraces).
4. Cover an open sucking chest wall wound and insert a chest drain.
5. Drain a massive haemothorax and simultaneously restore blood volume (see below).
6. Recognise a flail chest. Maintain oxygenation and prepare to intubate and ventilate.

**CIRCULATION**

1. Stop any external bleeding by application of direct pressure to the site.
2. Insert two short large bore (16 gauge or larger) IV cannulae, preferably into the arm veins.
3. Take off your blood samples **NOW** before you forget.
4. Assess the circulation. Pulse rate, peripheral perfusion, and BP.
5. If the patient has evidence for a clinical diagnosis of shock, give IV Lactated Ringers/0.9% NaCl or colloid - 2000ml (adults), 20ml/kg (children).
   - Do not insert a central line.
   - Infuse fluids **through a giving set with an in-line pump via a fluid warmer**, initially up to two litres (0.9% Saline or Hartmanns), then with colloid using 1 - 2 litres of Haemaccel. Give blood after about four litres of fluid. (COMMENT: this is still in the EMST guidelines. There is a new massive transfusion protocol available in CCDHB, see below).
   - **Stable**: No ongoing requirement for colloid or blood.
   - **Initially Stable**: Pulse rate/BP/perfusion improve and then deteriorate, will probably need blood soon. (See **Unstable Circulation** below).
   - **No Response**: May require surgery to treat shock by stopping bleeding, will require blood, probably O-ve or group specific.
   - (See **Unstable Circulation** below and **Appendix 2 - Blood Products for Life Threatening Bleeding**).

**DISABILITY**

1. Assess pupils, GCS, and lateralising signs.
2. Treat hypoxia and hypotension effectively. These problems markedly worsen the outcome of brain injury.

**EXPOSURE**

1. Remove **ALL** of the patients clothing. This allows you to easily look everywhere for injuries.
2. Cover patient with space blanket etc to minimise heat loss.
FORGOTTEN
1 Oxygen.
2 Two IV cannulae.
3 Blood samples.
5 Pain Relief: Give analgesia, early. Titrate IV narcotics, never IM or SC. Give an anti-emetic.
6 Infection Control: Antibiotics are indicated for prophylaxis for compound bone fractures or skull fractures with a CSF leak or air inside the cranium, and for treatment of contaminated wounds. Tetanus toxoid as indicated for all wounds.
7 ID Bracelet On: All major trauma patients will have an identification bracelet attached as soon as possible. The identification bracelet is to contain a unique identifying number. When the patient is able to be identified within five minutes, the bracelet will have their name and National Patient ID number eg. ABC1234. If the patient is unable to be adequately identified within five minutes, they will be given a National Patient ID number. They will be called "unknown male" or "unknown female". In the event of more than one unknown patient, they will be numbered sequentially "unknown male 1", "unknown male 2".
The National Patient ID number is crucial for handling admission details, x-rays, and laboratory results, especially Transfusion Medicine. Confusion over inadequately identified crossmatch samples in a resuscitation involving more than one patient could easily be fatal. The bracelet with the ED assigned number should remain on the “unknown” patient for at least 24 hours after admission. When they are identified they may be found to have been previously assigned an ID number. A second bracelet can then be attached but the ED bracelet should not be removed until all records have been amended. NB: A name and date of birth are not sufficient by themselves for Transfusion Medicine Department identification protocols.

UNSTABLE CIRCULATION

There are five sites where significant blood loss can occur. Blood loss may be from more than one site. Urgent surgery may be required to achieve a stable circulation and so complete resuscitation.

1 External: On the floor etc from lacerations, often at the scene, often difficult to quantify. Control bleeding by direct compression.

2 Fractures - Pelvis / Femur / Other Long Bone: Diagnose clinically and by pelvic x-ray (don’t x-ray femurs or other bones in the resus room). Bleeding from pelvic fractures requires on average an eight unit transfusion and can be massive. Bleeding may need external pelvic fixation or arterial embolisation to slow or stop the loss. Patients often need laparotomy for associated injuries.
Appendix 8  Early Management of Trauma

3 Chest:
   CXR, preferably as erect, to find blood. Insert chest drains for pneumo or haemothorax. If more than 1500ml of blood is drained initially or 200 - 300ml per hour thereafter, then the patient should have a thoracotomy. Contained thoracic arch aortic tears do not produce profoundly hypotensive patients, and uncontained tears produce sudden death.

4 Abdomen:
Diagnose by:

a) Laparotomy
   Indicated in unstable patients with obvious intra-abdominal haemorrhage (severe pain, peritonism, and distension).

b) Peritoneal lavage
   For unstable patients without obvious intra-abdominal haemorrhage.
   Done by open or percutaneous method, and infusing 0.9% saline 1000ml (20ml/kg in children).
   Use the supra-umbilical approach in patients with pelvic fractures.
   Two 10ml plain tubes of returned fluid are sent for urgent RBC, WBC, amylase and microscopy.

Positive results are:

i) Aspirating 10ml of frank blood.
ii) Saline exiting via NG tube/urinary catheter/intercostal drain.
iii) RBC >100,000 cells/mm³ or WBC >500 cells/mm³ or amylase >175 units or bacteria/food particles - seen in lavage fluid microscopy.
   As the patient was unstable at the time of the lavage a positive result requires a laparotomy. It is not an indication for a CT. Lavage reduces the diagnostic value of CT abdomen by introducing free fluid.

   c) FSAT scan

5 Retroperitoneal:
   Often diagnosed by exclusion or laparotomy.
   The retroperitoneum is not checked by peritoneal lavage, only by laparotomy (or CT in stable patients). Bleeding can be from pelvis or from kidney/aorta/vena cava which need urgent surgery.
   Check urine for visible haematuria once patient is catheterised. Significant renal injury can occur without haematuria.

SECONDARY SURVEY

You have hopefully got oxygenation and circulation under stable control. Your patient should now have the courtesy not to try and die on you while you go over them from head to toe.

X-RAYS IN THE RESUSCITATION ROOM

Only three x-ray examinations are routinely indicated in the resuscitation room.
Do these first so you can get on with your examination while they get developed.
CHEST X-RAY

Done on all patients, preferably erect if patient is conscious, frequently supine to protect the spine, and after the insertion of the radio-opaque gastric tube. Clinically obvious pneumo/haemothoraces can be drained before the x-ray. If the patient needs intubating then do it before the chest x-ray so the endotracheal tube position can be checked. All wide mediastinums on chest x-rays need to have an aortic injury excluded. This may be by repeat erect chest x-ray or by CT looking for para-aortic mediastinal blood. If still not excluded then an arch aortogram is needed.

LATERAL CERVICAL SPINE

Done on all patients with a history of a loss of consciousness, injuries above the clavicle, or signs/symptoms of a spinal injury. Keep cervical collar on, apply strong traction to the arms to get a clear view of C7 and preferably upper part of T1. Later the patient will need an AP and odontoid view if not able to have their neck examined clinically. (see also “clearing the c-spine in chapter Head Trauma).

PELVIS

Plain x-ray is indicated for all head injured or multiply injured patients. Blood at the urethral meatus or pain on clinical examination are indications for conscious patients.

EVALUATE ALL INJURIES

Severe trauma patients usually have multiple injuries. You should assume the presence of injury until you can show otherwise. The overall severity of their injury is related to the number of injuries and the severity of individual injuries.

Evaluate all injuries systematically by body region.

Head: Includes scalp, and looking in ears and eyes (inc visual acuity).
Face: Clinical examination for fractures/lacerations.
Neck: With lateral C spine x-ray and clinical examination.
Chest: CXR plus clinical examination.
Abdomen: Clinical exam and PR.
Back: Must be viewed by log rolling.
Pelvis: Pelvic x-ray and clinical examination. Look for PR blood and consider PV. Do not place a urethral catheter if meatal blood or bruised testicles or a high riding prostate is present. A urethrogram is required (see Other Imaging below).
Arms/legs: Clinical examination only in the resuscitation room. Fractures of the small bones of hands and feet are commonly missed and can cause major long term problems if not recognised and treated appropriately.

Some notes on three specific body regions.

ABDOMEN

Examination includes rectal exam in all patients.
Clinical examination of the abdomen is only reliable if:

1 The patient is awake and alert - GCS 15, not intoxicated.
2 Clinical examination can be repeated at anytime ie the patient is not about to have a long anaesthetic or be ventilated in the ICU.
3 The patient does not have:
- spinal cord injury
- rib fractures
- abdominal wall contusions and/or abrasions

If clinical examination is unreliable by the above definition, then the abdomen must be examined definitively by another method.

In the **patient with a stable circulation** the preferred method is double contrast (IV and enteral) **CT scanning**, with frequent cuts from the dome of the diaphragm to the perineum.

In the patient with an unstable circulation use laparotomy or peritoneal lavage (see Unstable Circulation above).

**BACK/SPINE**

Presume the patient has a spinal column injury until you can show otherwise.

Do not forget to log roll the patient to inspect the back and palpate the spine.

Spinal column fractures are also commonly missed injuries.

A complete spine x-ray series should be performed on all patients with:

1. Significant truncal injury.
2. A fracture at any level of the spine.

**NEUROLOGIC**

Examine the patient to determine their level of consciousness using the Glasgow Coma Score (GCS: verbal response, motor response, eye opening), the function of their spinal cord (do all four limbs move) and the pupil responses. This can be completed in one to two minutes.

If you are not familiar with the Glasgow Coma Score you should be able to answer the following questions:

1. Does the patient have their eyes open spontaneously, on command, on painful stimulus or not at all?
2. Does he answer your questions sensibly or is he confused? If he doesn't answer, how does he respond to a painful stimulus? Is his response confused, just nonsensical words, moan and groans, or nothing?
3. Will he obey commands? If not, what is his response to painful stimulation of the sternum?
4. What is the best motor response of each limb to a command or painful stimulus?

**EARLY TREATMENT OF HEAD INJURIES**

Severe head injuries occur in 40% of our trauma. Assessment and management priorities can be difficult when other injuries are present. Although a head injury may be the most obvious injury, it may not be the most important.

Shock, hypoxia, hypothermia, alcohol and other drugs may depress the level of consciousness and worsen neurologic signs. However all coma is treated as being due to a head injury until investigations are complete.

Inadequately treated hypoxia and shock markedly worsen the outcome following head injury.
Appendix 8 Early Management of Trauma

TREATMENT

Ensure adequate oxygenation and circulation (see Assessment & Resuscitation above).

All patients with coma (GCS <=8) should be intubated early and normo ventilated to protect their airway and ensure adequate breathing. All patients with GCS <=13 need a CT scan of their head and those with a GCS of 9 - 13 may need intubating to facilitate the scan. After being intubated, patients should be paralysed and generously sedated. In an unstable patient who needs a laparotomy for abdominal bleeding and a CT scan of the head, the laparotomy should take priority.

RADIOLOGY FOR TRAUMA PATIENTS

CT SCANNING

CT Head

This is indicated acutely for all patients with a GCS<=13 or a clinically apparent depressed skull fracture. It is unacceptable to CT a patient with a decreased LOC without ensuring they have adequate airway protection, breathing or monitoring.

CT Abdomen/Pelvis

Indicated for abdominal assessment when clinical assessment is unreliable. Also used to view the renal system when there is visible haematuria at catheterisation. The patient must be stable (ie not needing fluid resuscitation). The CT will preferably be done with double contrast. This involves early referral to Radiology, the insertion of a nasogastric tube and urinary catheter, and giving nasogastric CT contrast as soon as possible to allow the maximum time for its passage into the small bowel. Intravenous contrast will usually be given during the CT. The nasogastric contrast is 2% Gastrografin (20ml of concentrated contrast diluted into 1000ml of water), with 300 - 400ml given as soon as possible, on the instruction of the Radiologist.

CT Spine/Limbs/Face

These are non-urgent examinations and may be done during CT head or abdomen but must not delay any surgical intervention. CT Spine can easily miss trans-axial, compression, or chance fractures and should be accompanied by plain x-rays of the thoracolumbar spine.

CT Chest

CT chest is not usually done to assess lung injuries. It is often done as part of the spiral scan of the abdomen. It may be specifically indicated by a wide mediastinum on CXR to exclude aortic injury.

Other Plain X-rays

These should be deferred until the patient has been transferred to ICU, theatre or is sufficiently resuscitated to enable them to be performed within the Radiology Department.

Extremities

X-rays of the extremities are not urgent unless there is a vascular injury. These will not routinely be x-rayed in the resus room unless the patient is going to directly to theatre for other injuries and is stable.
Cervical Spine

After the lateral film in resus, patients will need an AP and odontoid. If the lateral doesn’t include C7/T1 then a swimmers view is taken or a CT of the missed segments to exclude an injury. Most ICU patients will need a CT scan to clear the c-spine.

Spine

Initially the clinical examination is more important to diagnose cord injuries. X-rays of thoracic or lumbar spine are of much better quality when done in the Radiology Department and are not done in the resus room: the only exception being a single AP film to try and locate the level of an spinal cord injury before a CT scan if the patient has another urgent indication for a CT. Spine x-rays are often required non urgently on patients with high speed deceleration injuries to exclude spinal column injuries.

Face

These are not indicated in Emergency Department. Severe facial injuries can be scanned acutely if there is to be a head CT.

Skull X-Rays

Not indicated.

OTHER IMAGING

Angiography

This may be required to assess vascular injuries and occasionally for embolisation of bleeding vessels. These investigations are difficult and will be arranged after discussion with the specialists. Angiography is needed to define aortic injury suspected by CT.

Intravenous Urography

Performed in the past for patients with haematuria but now superseded by CT.

Urethrography

Patients with blood at the urethral meatus need a urethrogram to exclude urethral injury. Patients should have had a pelvic x-ray and rectal examination. If urethral trauma is present a suprapubic catheter is inserted. Bladder rupture may occur with or without urethral injury and can only be excluded by a stress cystogram.

MANAGEMENT OF BLEEDING ASSOCIATED WITH PELVIC FRACTURES

Pelvic fractures causing bleeding are usually associated with other injuries. It is difficult to make a protocol for their management because of the priority that may need to be given to the other injuries. The following are general guidelines to be used in deciding how to manage patients with complex pelvic fractures.

If the patient is shocked then the possible sites of bleeding are: external from lacerations, chest, intra-abdominal; multiple long bone fractures, or from pelvic fractures.

Firstly, stop external bleeding.
Secondly, do a chest x-ray and pelvic x-ray. Chest x-ray will exclude chest bleeding and the pelvic x-ray will confirm the clinical suspicions of pelvic fractures.
Appendix 8  Early Management of Trauma

Perform a supra-umbilical peritoneal lavage to exclude intra-abdominal bleeding. If the lavage is positive then the patient needs a laparotomy and pelvic packing if necessary. If the patient is in theatre and has had a laparotomy and still has ongoing pelvic bleeding, then external fixation should be applied in theatre and the patient then transferred to Radiology for angiography and possible embolisation. If the peritoneal lavage excludes intra-abdominal bleeding, then the next step should be angiography with a view to embolisation and/or external pelvic fixation.

If a patient is cardiovascularly stable but has a pelvic fracture with a high likelihood of bleeding, it may be appropriate to consider admitting them to Intensive Care for observation for the first 12 - 24 hours or so. They often deteriorate from slow but persistent bleeding. External pelvic fixation should be discussed with the orthopaedic team.

ADMINISTRATION

The surgical registrar and intensive care registrar will write clinical notes on all the patients they see. Include the name of your specialist if you have discussed the patient with them, and who is to be responsible for the further care of the patient within the hospital.

TRANSFERS

When we transfer trauma patients in from other hospitals we must make sure they are reviewed on admission in a similar way. Intubated patients will be admitted to ICU and reviewed by the surgical registrar. Non-ventilated patients are taken to ED and reviewed by the Trauma Team. Following the patient’s initial assessment the other specialties can be contacted.

PLACEMENT

The patient should have their investigations and treatment in the Resus Room completed in 45 minutes. At this time a decision should have been made where the patient is to go to next. This may be to CT / Theatre / ICU / Ward / stay in ED.

Patients with major injuries to two body regions should be managed in ICU. Patients being admitted to ICU are the responsibility of the ICU registrar if they are to have further investigations (eg CT), or if going to theatre prior to arrival in ICU.

Patients to be admitted to surgical or orthopaedic wards will be the responsibility of the general surgical or orthopaedic registrar. They will be responsible for looking after the patient if they require a further investigation such as a CT.

Patients may be reviewed by the Trauma Team and may not need admission to hospital. These patients can be handed over to the ED SHO/registrar for further observation or investigation. It is the responsibility of both ICU and general surgical registrars to arrange formal handover, documentation and placement.
**APPENDIX 8A - BLOOD PRODUCTS FOR MAJOR TRAUMA PATIENTS**

**PATIENT IDENTIFICATION**

see above

**BLOOD SAMPLES FOR CROSSMATCHING**

Patient identification information as outlined above, will be hand-written onto the tube. It is important that the person responsible for writing this information personally identifies which patient the blood was taken from and checks the unique identifying number of that patient. The cross match form will be completed by hand, using the same identification information.

**C&CDHB Adult Massive Transfusion Protocol (2013)**
All patients should have an ICU Trauma Summary completed as part of their admission, along with a Spinal Care Orders form where relevant. The most recent versions of both of these forms can always be downloaded from the Wellington ICU website (http://www.wellingtonicu.com/Forms/).

The Trauma Summary front page is used to document the secondary survey once the patient arrives in ICU so that all injuries can be summarised graphically, along with the relevant history around the traumatic event. The second page is used to summarise all radiology to date along with all other teams involved in the patient’s management.

The ICU Spinal Care Orders is used to provide safety around a patient’s spine where injury is either likely, suspected or proven.

The forms are shown below:
### ICU Trauma Summary Back

<table>
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<tr>
<th>SPECIALTY</th>
<th>NAMED DOCTOR</th>
<th>ORDER</th>
<th>OUTCOME</th>
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<td>CT Facial Bones</td>
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<tr>
<td>Other</td>
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</tbody>
</table>

Please now complete a separate ‘ICU Spinal Care Orders’ sticker & attach to an adjacent page.

---

**ICU Spinal Care Orders**

**SELECT**

- SPINE ASSESSMENT NOT COMPLETE
  - Action required to complete:

- OR
  - SPINE ASSESSED & THERE IS AN INJURY
    - STABLE [ ] or UNSTABLE [ ]
    - Specify injury:
    - Management plan:
      - Operative [ ] Non-operative [ ]
    - Neurological abnormality:
      - No [ ]
      - (Specify: ________________)

- OR
  - SPINE ASSESSED & THERE IS NO INJURY
    - No requirement for spinal precautions

**CARE PLAN** (select from below):

- Cervical spine immobilisation with collar:
  - Yes [ ] Collar type: __________________ No [ ]

- Log Rolls:
  - Yes [ ] No [ ]

- Bed Tilt allowed
  - Yes [ ] Max degrees: _____ No [ ]

---

Signature: __________________ Name (PRINT): __________________ Time/Date: __________________

Designation: ICU SMO [ ] Orthopaedic SMO [ ] Neurosurgical SMO [ ] or ICU/Ortho/Neuro registrar in discussion with SMO: ____________