

## (AH1600)– (Identification of Newborns)

Interior Health would like to recognize and acknowledge the traditional, ancestral, and unceded territories of the Dākelh Dené, Ktunaxa, Nlaka’pamux, Secwépemc, St’át’imc, Syilx, and T̓silhqot̓in Nations, where we live, learn, collaborate and work together.

Interior Health recognizes that diversity in the workplace shapes values, attitudes, expectations, perception of self and others and in turn impacts behaviors in the workplace. The dimensions of a diverse workplace includes the protected characteristics under the human rights code of: race, color, ancestry, place of origin, political belief, religion, marital status, family status, physical disability, mental disability, sex, sexual orientation, gender identity or expression, age, criminal or summary conviction unrelated to employment.

### 1.0 PURPOSE

To ensure that an Interior Health (IH) Healthcare Provider (HCP) appropriately identifies all newborns at the following times/events:

- on admission;
- prior to the transfer of the newborn from the Birthing Area or Operating Room;
- prior to the separation of birth person and newborn;
- upon transport to another facility or unit;
- following shift handover;
- prior to medication administration;
- prior to undergoing procedures as listed in 4.3; and
- prior to discharge.

### 2.0 DEFINITIONS

TERM	DEFINITION
Band Number	The serialized alpha-numeric characters placed by the manufacturer on the 4-part band set. These serialized numbers match on all four bands. The manufacturer states the alpha-numeric numbering system is only repeated once every 5 to 8 years. <i>(Precision Dynamic; Hollister 2010)</i>
Healthcare Provider (HCP)	A person licensed, certified or registered to provide health care.
Medical Record Number	A unique number generated by the MEDITECH system providing unique numbering for the facility's Medical

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	Record charts.
Newborn Identification Banding	The process of affixing a non-permanent identification band(s) on a newborn, the birth person, and designated support person (when applicable). These bands contain unique newborn identifiers.
Unique Identifiers for Newborns	<ol style="list-style-type: none"> <li>The first newborn unique identifier includes all of the following: <ul style="list-style-type: none"> <li>birth person's legal last name <b>and</b></li> <li>gender - written as baby boy, baby girl or unknown <b>and</b></li> <li>date of birth <b>and</b></li> <li>time of birth <b>and</b></li> <li>order of birth (if multiples) – designate the order of birth by letters of the alphabet (e.g. baby boy A; baby girl B; baby boy C; etc.).</li> </ul> </li> <li>The second newborn unique identifier is: The newborn's Medical Record Number as verified against the number written on the newborn's admission/separation record.</li> </ol>

**3.0 POLICY**

HCP will identify the newborn immediately after birth before leaving the birth area or operating room and prior to separating the birth person and newborn.

**Exception:** when the newborn requires emergency care, follow 4.13.

Newborn identification bands must include 2 unique identifiers. Using a 4 band system:

- Apply 2 bands to the newborn's extremities. One of the newborn's bands must include the newborn's Medical Record Number
- Apply 1 band to the birth person
- Apply 1 band to the support person (where applicable). If you do not use this band, you must destroy the band

Verify the information on the newborn's bands by checking with the birth person. If the birth person is not able to participate in the newborn identification process, 2 Healthcare Provider's must confirm that the newborn's identification is correct. If a support person has a band, it requires the same verification.

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**4.0 PROCEDURES**

**4.1 Identification Banding of the Newborn at Birth**

4.1.1 HCP will either Order Enter (OE) into Meditech or telephone Registration/Admitting with the information of the newborn's birth.

4.1.2 Using a method that ensures legibility and waterproofing, the HCP will fill in the required unique identifiers on the identification bands. If the newborn's Medical Record Number is received before the birth parent/newborn are moved from the Birthing Room (or Operating Room), the HCP will apply identification bands on each of the following before leaving the room:

- 2 on the newborn;
- 1 on the birth parent and
- 1 on the support person (when applicable)

Apply the identification bands to the newborn's extremities in a manner that the band will not be easily removed. Either the birth parent and 1 HCP, or, 2 Healthcare Provider's must be involved in the identification/verification process. The information written on the bands must include:

- newborn's Medical Record Number verified against the number written on the newborn's admission/separation record; **and**
- birth parent legal last name (this applies to all birthing persons including legally married individuals who choose to use their maiden name) ; **and**
- gender - written as baby boy, baby girl or unknown; **and**
- date of birth; **and**
- time of birth; **and**
- order of birth (if multiples) – designate the order of birth by letters of the alphabet (e.g.: baby boy A, baby girl B, baby boy C, etc.)

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**Exception:** when the newborn requires emergency care, follow 4.1.3.

4.1.3 If the Newborn’s Medical Record Number is not available before the newborn is removed from the Birthing Room (or the Operating Room), the HCP will apply 1 band on each of the following before leaving the room:

- the newborn;
- the birth parent; and
- the support person when applicable
- the information written on these bands must include:
  - birth parent’s legal last name (this applies to all birthing persons including legally married individuals who choose to use their maiden name); and
  - gender - written as baby boy, baby girl or unknown; and
  - date of birth; and
  - time of birth; and
  - order of birth (if multiples) - designate the order of birth by letters of the alphabet (e.g.: baby boy A, baby girl B, baby boy C, etc.)

As soon as Registration/Admitting provides the newborn’s Medical Record Number, the Healthcare Provider (HCP) must complete and apply the remaining band to the newborn. This band must include:

- newborn’s Medical Record Number as verified against the number written on the newborn’s admission/separation record; and
- birth parent’s legal last name (this applies to all birthing persons including legally married individuals who choose to

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use their maiden name; and gender - written as baby boy, baby girl or unknown; and

- date of birth; **and**
- time of birth; **and**
- order of birth (if multiples) - designate the order of birth by letters of the alphabet (e.g.: baby boy A, baby girl B, baby boy C, etc.)

4.1.4 HCP will enter the newborn’s Medical Record Number in all document fields where the newborn’s hospital identification number is required (Newborn Record BCPHP #1583A, Labor and Birth Summary BCPHP #1588, BC Notice of Live Birth or Stillbirth).

4.1.5 The BC Newborn Record #1583A requires the signature of the HCP when the newborn is identified with the birth parent. 2 HCP signatures are required if the birth mother is not able to participate in the identification/verification process.

**4.2 Re-banding Process**

4.2.1 HCP will re-band the newborn, birth parent and support person (following the procedure in 4.12) if:

4.2.2 The newborn’s identification band containing his/her Medical Record Number is removed, falls off or becomes illegible; or

4.2.3 The birth parent’s ‘newborn identification band’ is removed, falls off or becomes illegible.

4.2.4 HCP will document the re-banding process in the newborn’s nursing notes. 2 HCP signatures are required if the birth parent is not able to participate in the identification/verification process.

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**4.3 Verification of Newborn Identification**

4.3.1 HCP will assemble and apply a posey with patient specific Barcode:



4.3.2 HCP will check the newborn's 2 unique identifiers at the following times/events:

- admission or transfer to the nursery, neonatal intensive care unit (NICU) or pediatrics
- transport to another facility and/or unit
- following shift handover, the Healthcare Provider (HCP) will ensure that each newborn has an identification band on which includes the newborn's Medical Record Number
- prior to undergoing procedures including but not limited to:
  - blood and blood product administration;
  - breast milk administration (properly labeled birth parent's breast milk or donor human milk);
  - diagnostic imaging/radiology procedures;
  - invasive procedures (e.g.: PICC line insertion, lumbar puncture);
  - laboratory samples;
  - medication administration; and

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- surgical procedures.
  - newborn discharge with parent or legal guardian.
- 4.3.3 For purposes of associating the newborn to the birth parent and/or support person, the first unique identifier will be compared between the newborn’s band and support person bands.
- 4.3.4 Optional: The Band Number along with the first unique identifier may be used to associate the newborn to the birth parent and/or support person according to facility protocol.

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