

AH1600 – Identification of Newborns

Interior Health would like to recognize and acknowledge the traditional, ancestral, and unceded territories of the Dăkelh Dené, Ktunaxa, Nlaka'pamux, Secwépemc, St'át'imc, syilx, and Tšilhqot'in 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 Healthcare Provider 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 parent 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.

Note: For Patient, Client, or Resident Identification see policy [AH1400](#)

2.0 DEFINITIONS

TERM	DEFINITION
<i>Band Number</i>	<i>The serialized alpha-numeric characters placed by the manufacturer on the four-part band set. These serialized numbers match on all four bands.</i>
<i>Healthcare Provider (HCP)</i>	<i>A person licensed, certified, or registered to provide health care.</i>
<i>Medical Record Number (MRN)</i>	<i>A unique number generated by the MEDITECH system providing unique numbering for the facility's Medical Record charts.</i>
<i>Newborn Identification Banding Process</i>	<i>The process of affixing a non-permanent identification band(s) on a newborn, the birth parent, and designated support person (when applicable). These bands contain Unique Identifiers for Newborns.</i>

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TERM	DEFINITION
Unique Identifiers for Newborns	<p>1. The first newborn unique identifier includes all of the following:</p> <ul style="list-style-type: none"> • birth parent's legal last 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.). <p>2. The second newborn unique identifier is: The newborn's MRN as verified against the number written on the newborn's admission/separation record.</p> <p>Note: In Adoptions, the birth parent's last name is excluded to maintain confidentiality. All other identifiers remain the same.</p>

3.0 POLICY

- 3.1 HCP will identify the newborn immediately after birth, before leaving the birth area or operating room, and prior to separating the birth parent and newborn.
- 3.1.1 **Exception:** when the newborn requires emergency care, follow 4.13.
- 3.2 Newborn identification bands must include two Unique Identifiers for Newborns. Using a four-band system:
- 3.2.1 Apply two bands to the newborn's extremities. One of the newborn's bands must include the newborn's MRN
- 3.2.2 Apply one band to the birth parent
- 3.2.3 Apply one band to the support person (where applicable). If you do not use this band, you must destroy the band
- 3.3 HCP will verify the newborn's bands for the Unique Identifiers for Newborns with:
- 3.3.1 birth parents, or
- 3.3.2 another HCP
- If there is a designated support person, their band must also be verified.

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4.0 PROCEDURES

4.1 Newborn Identification Banding Process at Birth

4.1.1 Newborn is entered into Electronic Medical Records following the [Registration Process](#).

4.1.2 Using a method that ensures legibility and waterproofing, the HCP will fill in the required Unique Identifiers for Newborns on the identification bands. If the newborn's MRN 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:

- two on the newborn;
- one on the birth parent; and
- one 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** one HCP, or two HCP's must be involved in the identification/verification process. The information written on the bands must include the Unique Identifiers for Newborns.

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

Exception: for Adoption, the first identifier will **exclude** the birth parent's last name to maintain confidentiality. The MRN identifier will be used as the second identifier. All other identifiers remain the same as per above.

4.1.3 If the newborn's MRN is not available before the newborn is removed from the Birthing Room (or the Operating Room), the HCP will apply one 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 the Unique Identifiers for Newborns.

As soon as Registration/Admitting provides the newborn's MRN, the

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HCP must complete and apply the remaining band to the newborn.
This band must include the Unique Identifiers for Newborns.

- 4.1.4 HCP will enter the newborn's MRN 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. Two HCP signatures are required if the birth parent is unable 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 4.1.2) if:
 - The newborn's identification band containing their MRN is removed, falls off or becomes illegible; or
 - The birth parent's 'newborn identification band' is removed, falls off or becomes illegible.
- 4.2.2 HCP will document the re-banding process in the newborn's nursing notes. Two HCP signatures are required if the birth parent is unable to participate in the identification/verification process.

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 two Unique Identifiers for Newborns 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 HCP will ensure that each newborn has an identification band on which includes the newborn's MRN
 - prior to undergoing procedures, tests and/or feeding
 - newborn discharge with parent or legal guardian

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- 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 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.

5.0 REFERENCES

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