

All patients referred to specialist clinics are assigned to a priority category based on their clinical need and related psychosocial factors. The examples given are indicative only and the clinician reviewing the referral will use their clinical judgement to determine the best service response for the patient.

REFERRAL GUIDELINES: PAEDIATRIC CLINIC

ONLY INTERNAL REFERRALS FOR BABIES UNDER 6 MONTHS OF AGE AND BORN AT WERRIBEE MERCY HOSPITAL ARE ACCEPTED.

Please refer other and external requests to another specialist facility

In order for us to be able to accept your patient for paediatric review and treatment, the referrer is required to provide:



Essential Referral Content

Demographic

- Full name
- Address
- Date of birth
- Indigenous Status
- Referring GP details
- Health Insurance
- Preferred language and interpreter requirements
- Medicare number
- Mobility needs

Clinical

- Clinic Specialty
- Reason for Referral
- Duration of symptoms
- Examination findings
- Comorbidities
- Relevant Past History
- Current medications
- Past surgery

Relevant Results

- CT/Medical Imaging
- MRI
- Ultrasound
- Pathology

Populate required information on the **internal referral** form, and fax to the Outpatient Department on **03 8754 6710**.

REFERRAL PROCESS: PAEDIATRIC CLINIC

 **STEP 1**

Essential referral content will be checked. You will be contacted if further information is required.

Acknowledgement of referral receipt will occur within eight working days.

 **STEP 2**

The referral will be triaged by the specialist unit according to clinical urgency.

This determines how long the patient will have to wait for an appointment.

 **STEP 3**

Patients with urgent conditions are scheduled to be seen within 30 days.

Patients with routine conditions are given the next available appointment according to clinical need.

Both the referrer and patient are notified.

Please Note: The times to assessment may vary depending on size and staffing of the hospital department.

If you have any queries, please contact us:

Werribee Mercy Hospital: Phone: 03 8754 6700 Fax: 03 8754 6710

REFERRAL PROCESS: PAEDIATRIC CLINICS

The clinical information provided in your referral will determine the triage category. The triage category will affect the timeframe in which the patient is offered an appointment.

Urgent (seen within 30 days of referral receipt)	Non-urgent
<p>The patient has a condition that has the potential to deteriorate quickly with significant consequences for health and quality of life if not managed promptly. Examples include:</p> <ul style="list-style-type: none"> • Neonatal screening abnormality – CF, CAH • Neonatal FTT • Neonatal murmur • Hypothyroidism • Unstable asthma, epilepsy, diabetes • Concerning lab results eg anaemia, severe hypothyroidism • Inguinal hernia • Referrals suggests that is the child is not reviewed within 30 days hospital admission due to acute deterioration is a high possibility • Antenatal paediatric referrals (complex care) • Healthy hearing referrals • Moderate functional impairment 	<p>The patient's condition is unlikely to deteriorate quickly or have significant consequences for the person's health and quality of life if specialist assessment is delayed beyond one month. Examples include:</p> <ul style="list-style-type: none"> • Hip reviews not requiring urgent attention • Chronic skin conditions/allergies • Growth and development • Congenital abnormalities • Uncomplicated umbilical hernia

INTERPRETING SERVICES

A proportion of our patients have limited or no proficiency in English. In these cases, we engage professional interpreters for communication with our clinicians. To enable access to an appropriate interpreting service, please ensure that your referral includes information on the patient's preferred spoken language and their need for an interpreter.

Werribee Mercy Hospital - Outpatient Clinics

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Phone 03 8754 6700

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