

REFERRAL GUIDELINES: UROGYNÆCOLOGY SERVICE CLINIC

In order for us to be able to accept your patient for urogynaecology review and treatment, referring GPs/medical specialists are required to provide:



Essential Referral Content

Demographic

- Full name
- Address
- Date of birth
- [BMI](#)
- 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
- [Required investigation results](#)
- Examination findings
- Comorbidities
- Relevant Past History
- Current medications
- Past surgery (if available operation notes or correspondence)

Relevant Results

- Recent PAP smears
- Pathology
- Pelvic Ultrasound (if available)
- MSU
- Bladder diary for 3 days

Please address the referral to either **Dr Lore Schierlitz** or **Dr Kris Cvach Urogynaecology Clinic** and fax to the Outpatient Department on **03 8754 6710**.

REFERRAL GUIDELINES: UROGYNAECOLOGY SERVICE

REFERRAL PROCESS: UROGYNAECOLOGY SERVICE 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

EXCLUSION CRITERIA: UROGYNAECOLOGY CLINICS

The following conditions are not routinely seen at Werribee Mercy Hospital:

- Patients that are being treated for the same condition at another Victorian Public Hospital

REFERRAL PROCESS: UROGYNÆCOLOGY CLINIC

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.

If the condition is required **immediate** assessment or admission a referral to the Emergency Department (ED) should be attended to. Please contact 03 8754 3000 and refer the patient to the ED for clinical review.

Urgent (seen within 30 days of referral receipt)

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:

- Reserved for categories of malignancy whether suspected or confirmed

Non-urgent

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:

- Uterine and vaginal prolapse
- Pelvic Floor disorders including pelvic organ prolapse
- Bladder pain/Interstitial cystitis/urethral syndrome
- Retrocele / cystocele / enterocele
- Urinary irritation symptoms
- Recurrent UTI's
- Stress and urge incontinence

SPECIFIC INVESTIGATIONS: UROGYNÆCOLOGY CONDITIONS

Immediate assessment or admission criteria (not an exhaustive list)

Step 1: Check criteria for immediate assessment or admission.

- Ovarian cyst with raised tumour markers
- Acute abdominal/ pelvic pain not been investigated
- Urgent voiding difficulties
- Urgent prolapse requiring surgical intervention

Step 2: Contact the Emergency Department Admitting Officer (AO) via the switchboard: 03 8754 3000.

Step 3: Follow up your phone call by faxing a referral to the emergency department including all relevant investigations to the number the AO provides.

Reason	Required Investigations – Essential with Referral
Uterine and vaginal prolapse	<ul style="list-style-type: none"> • Recent Pap Smear
Pelvic floor disorder including pelvic organ prolapse	<ul style="list-style-type: none"> • Recent FBE;U&Es
Bladder pain/Interstitial cystitis/urethral syndrome (any difficulties with passing urine to be referred to the emergency department)	<ul style="list-style-type: none"> • Recent PAP smear including STD screening • Recent Pelvic Ultrasound
Urinary Irritation symptoms including recurrent UTI's	<ul style="list-style-type: none"> • Recent MSU
	<ul style="list-style-type: none"> • Recent FBE;U&Es
	<ul style="list-style-type: none"> • Renal Ultrasound
Urinary incontinence including stress and urge	<ul style="list-style-type: none"> • Recent EFT U&Es MSU for MCS
	<ul style="list-style-type: none"> • Bladder diary 30 day
	<ul style="list-style-type: none"> • Consider Bladder scan
	<ul style="list-style-type: none"> • Renal ultrasound

Reason

Required Investigations – Essential with Referral

Failed previous surgery for incontinence

- Discharge summary of operation if not conducted at Werribee Mercy Hospital

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

300 Princes Hwy, Werribee VIC 3030

Phone 03 8754 6700 Fax: 03 8454 6710