EMERGENCY ADMISSIONS STUDY

National Confidential Enquiry into Patient Outcome and Death (NCEPOD)

Data collection tool

	Hospital number			
A. PATIENT DETAILS				
1.	Age (years) 2. Gender Male Female			
B.	ADMISSION DETAILS			
2.	Date and time of arrival: Date: Date: Unable to answer of d d m m y y			
3.	Date and time of admission: Date: Date: Unable to answer admission:			
4.	What was the pathway for this admission?			
	Admission via Emergency Department (ED) Bed bureau			
	Referral from a General Medical or Dental Practitioner Consultant clinic			
	☐ ED at another hospital ☐ Unable to answer			
5.	Patient outcome			
	Died within 7 days of admission			
	Admitted to Critical Care within 7 days of admission			
	Died within 7 days of discharge from hosptial			
6.	Was this case an emergency admission?			
7.	Diagnosis (at admission)			
C.	INITIAL ASSESSMENT			
8a.	Location of initial assessment			
	☐ Emergency Department ☐ Assessment unit ☐ Outpatient clinic			
	☐ Inpatient ward ☐ Other			
	Unable to answer			
8b.	In your opinion, was this an appropriate location for the initial assessment? Yes No Unable to answer			

8c.	NO, please give details			
00	Specialty of clinician performing the initial accomment	n [
9a.	Specialty of clinician performing the initial assessment	·		
9b.	In your opinion, was this an appropriate specialty clinician to perform the initial assessment?	Yes	☐ No	Unable to answer
9c.	If NO, please give details			
10a.	Was the grade of the most senior clinician performing the initial assessment recorded in the casenotes?	Yes	☐ No	Unable to answer
10b.	If YES, please specify			
10c.	In your opinion, was this an appropriate grade clinician to perform the initial assessment?	Yes	☐ No	Unable to answer
10d.	If NO, please give details			
110	Was a management plan initiated following the			
IIa.	Was a management plan initiated following the patients initial assessment?	Yes	☐ No	Unable to answer
11b.	If YES, did this include:			
	Triage of the patient	Yes	☐ No	Unable to answer
	Formal clerking of the patient	Yes	☐ No	Unable to answer
12.	If the initial assessment was not undertaken by a			
	consultant, was the patient assessed by a consultant later?	Yes	☐ No	Unable to answer
13.	Based on the patient's history, examination, requested management plan, please grade the initial assessment		ıs, different	tial diagnosis and
	Good Adequate		Poor	
	Unacceptable Unable to answer			
D.	FIRST CONSULTANT REVIEW			
14.	Date and time of first Time: Date:	d d m	m y y	Unable to answer
15.	Time from arrival to first consultant review	h h		Unable to answer

16a.	Was the time to the first consultant review acceptable?	Yes	☐ No	Unable to answer
16b.	If NO, could this have affected the diagnosis?	Yes	☐ No	Unable to answer
16c.	If YES, please give details			
16d.	If NO to 16a, could this have affected the outcome	? Yes	☐ No	Unable to answer
16e.	If YES, please give details			
17a.	Was there any delay in a consultant reviewing the patient?	Yes	☐ No	Unable to answer
17b.	If YES, please give details			
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18a.	While the admitting consultant was on-take, did the have other commitments?	ey Yes	☐ No	Unable to answer
18b.	If YES, please specify.			
	On-take 24 hours post take Care of emergency admissions			
	Outpatient clinic			
	Elective operating list			
	Inpatient ward care for existing in	patients		
	Elective diagnostic and interventional procedures			
	Other (please specify)			
	Unable to answer			
E. I	NECESSITY FOR ADMISSION			
19a.	Was this admission necessary?	Yes	☐ No	Unable to answer
19b.	If NO, why was the admission unneccesary?			

19c.	How could the unnecessary admission have been avoided?			
F. /	AVAILABILITY OF INVESTIGATIONS	S AND N	OTES	
20a.	Were all the appropriate investigations requested during the first 24 hours of hospital admission?	Yes	☐ No	Unable to answer
20b.	If NO, list the investigations that should have been req	uested		
20c.	If NO to 20a, could this have affected the diagnosis?	Yes	☐ No	Unable to answer
20d.	If YES, please give details			
20e.	If NO to 20a, could this have affected the outcome?	Yes	☐ No	Unable to answer
20f.	If YES, please give details			
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	Were any inappropriate investigations requested?	∐ Yes	∐ No	Unable to answer
210.	If YES, please give details			
22a.	Was the time from requesting investigations to obtaining the results prolonged?	Yes	☐ No	Unable to answer
22b.	If YES to 17a, could this have affected the diagnosis?	Yes	☐ No	Unable to answer
22c.	If YES, please give details			
22d.	If YES to 17a, could this have affected the outcome?	Yes	☐ No	Unable to answer
22e.	If YES, please give details			

23.	Were the results of all investigations recorded in the patient notes with a date and time?	Yes	☐ No	Unable to answer
G.	TRANSFERS			
24.	Was the patient transferred to an inpatient ward which was appropriate for their clinical condition?	Yes	☐ No	Unable to answer
25a.	Were there an excessive number of ward transfers between clinical locations for this patient?	Yes	☐ No	Unable to answer
25b.	If YES, could this have affected the diagnosis?	Yes	☐ No	Unable to answer
25c.	If YES, please give details			
25d.	If YES, could this have affected the outcome?	Yes	☐ No	Unable to answer
25e.	If YES, please give details			
H.	HANDOVER			
26.	Is there an agreed clinical procedure for handing over the care of patients among clinical teams between working shifts?	Yes	☐ No	Unable to answer
27.	Were there any problems with the handover of care of this patient among clinical teams between shifts?	Yes	☐ No	Unable to answer
I. R	EVIEWS AND OBSERVATIONS			
28a.	Did this patient have appropriate frequency of clinical reviews for their clinical condition?	Yes	☐ No	Unable to answer
28b.	If NO to 28a, could this have affected the diagnosis?	Yes	☐ No	Unable to answer
28c.	If YES, please give details			
28d.	If NO to 28a, could this have affected the outcome?	Yes	☐ No	Unable to answer
28e.	If YES, please give details			

29a.	Were the observations recorded appropriate for the severity of the patient's condition?	Yes	☐ No	Unable to answer	
29b.	If YES, was the frequency of these observations adequate?	Yes	☐ No	Unable to answer	
29c.	9c. If NO to 24a, which observations should have been recorded?				
J. RECORD KEEPING					
30.	Were the medical records legible?	Yes	☐ No	Unable to answer	
31.	Were a majority of the notes signed, dated and timed and include a clear designation?	☐ Yes	□ No	Unable to answer	

