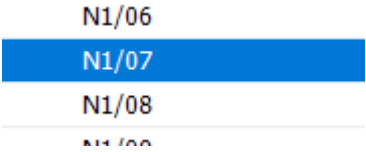
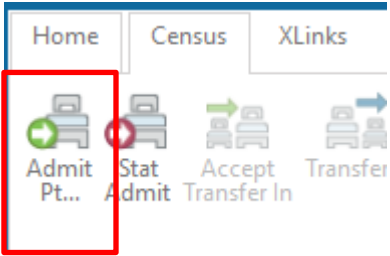
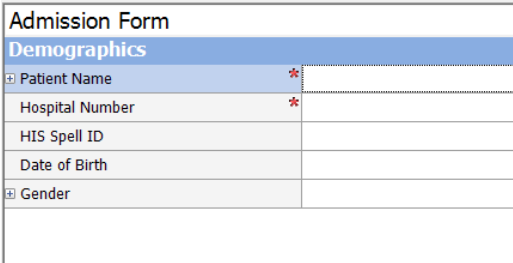
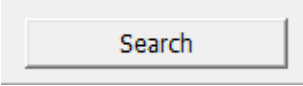
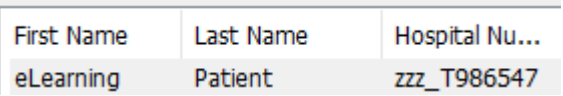
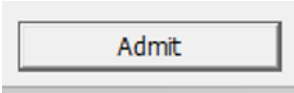
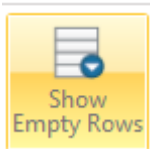
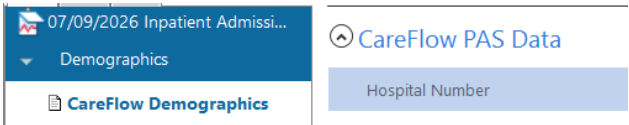
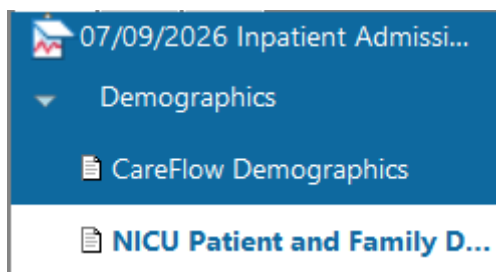


Neonatal Admission	
For Neonatal critical care units, PAS integration only exists for patient demographics NOT bed movements	
Before starting admission contact the midwifery team to double-check if a hospital number has been created for the patient	
If no hospital number has yet been generated, then start the process in the same way but follow the extra steps at the end of this guide for using a temporary hospital number	
Select the empty bedspace in ICCA that the patient is going to	
From the Census tab at the top, select Admit Pt	
Manually input the patient's name and date of birth	
Click Search	
If the patient is not yet on CareFlow they may not show in this list. Check demographic details closely	

Neonatal Admission																					
If details match a patient from the list, double-click the patient in the list to automatically fill in the rest of the details	<table><tr><td>First Name</td><td>Last Name</td><td>Hospital Nu...</td><td>HI:</td></tr><tr><td>eLearning</td><td>Patient</td><td>zzz_T986547</td><td></td></tr></table> <table><tr><td>Hospital Number</td><td>*</td><td>zzz_T986547</td></tr><tr><td>HIS Spell ID</td><td></td><td></td></tr><tr><td>Date of Birth</td><td></td><td>14/07/1969</td></tr><tr><td>Gender</td><td></td><td>Gender: ...</td></tr></table>	First Name	Last Name	Hospital Nu...	HI:	eLearning	Patient	zzz_T986547		Hospital Number	*	zzz_T986547	HIS Spell ID			Date of Birth		14/07/1969	Gender		Gender: ...
First Name	Last Name	Hospital Nu...	HI:																		
eLearning	Patient	zzz_T986547																			
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Gender		Gender: ...																			
Click Admit	<table><tr><td>Admit</td></tr></table>	Admit																			
Admit																					
If the patient does not show in the available list, then manually type in the information	<table><tr><td colspan="2">Admission Form</td></tr><tr><td colspan="2">Demographics</td></tr><tr><td>Patient Name</td><td>* eLearning Patient</td></tr><tr><td>First Name</td><td>eLearning</td></tr><tr><td>Middle Name</td><td></td></tr><tr><td>Last Name</td><td>Patient</td></tr><tr><td>Suffix</td><td></td></tr><tr><td>Hospital Number</td><td>* zzz_T986547</td></tr><tr><td>HIS Spell ID</td><td></td></tr></table>	Admission Form		Demographics		Patient Name	* eLearning Patient	First Name	eLearning	Middle Name		Last Name	Patient	Suffix		Hospital Number	* zzz_T986547	HIS Spell ID			
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Suffix																					
Hospital Number	* zzz_T986547																				
HIS Spell ID																					
Hospital number is mandatory if using this method A temporary hospital number can be used in the mandatory field	The temporary hospital number should be the date & time that admission to ICCA is occurring e.g 280820261610 for 16:10 on the 28th August 2026																				

Neonatal Admission	
Then click Admit	
Once you have the correct 'real' hospital number, copy the temporary one and paste it into the Alternative Patient ID field in the CareFlow demographics form	Patient Information: Alternative Patient Id
You may need to click 'Show Empty Rows' in the Chart tab to show this field	
Listing this as the alternative ID allows you to search for this patient later	This can help with monitoring if any blood gases or tests were done while the patient had a temporary ID
Update the Hospital number field to the correct 'real' hospital number in the CareFlow Demographics Form	

Neonatal Admission	
Episodes of care will link based on Hospital number (MRN)	
Important note – Do not update any other demographic information directly in ICCA as CareFlow will overwrite manually input demographic information. If you need to amend any other demographic information do so from CareFlow PAS and additional information can also be added to the NICU Patient and Family Demographics form in ICCA  The screenshot shows a blue menu with the following items: '07/09/2026 Inpatient Admissi...', 'Demographics' (with a dropdown arrow), 'CareFlow Demographics' (with a document icon), and 'NICU Patient and Family D...' (with a document icon).	