

Baby Security on the Maternity Unit

Information Leaflet



Purpose of this leaflet

This leaflet has been developed to ensure that the safety of your baby is not compromised.

We explain the responsibilities regarding newborn security for both you and your family whilst in the maternity department.

Parent responsibilities

Whilst you and your baby are within the hospital grounds, please follow this advice:

- To take a coloured photograph of your baby within the first few hours after birth.
 - Following your baby's initial baby check at birth, ensure that your baby has two name tags on their wrist/ankles at all times. These will be labelled with your baby's name, hospital number and date/time of birth. These two tags must remain on their wrist/ankles until you are home. Please notify a member of staff immediately if a nametag needs to be replaced.
 - Ensure that you familiarise yourself with all hospital staff who will be caring for your baby.
 - Ask all staff to introduce themselves to you.
 - Never give your baby to anyone who does not have an official hospital ID visible and do not let anyone remove or carry your baby out of the room.
 - If your baby requires any scans or tests outside of the wards, please ask your partner or a member of maternity staff to accompany your baby.
 - If you take your baby out of your room, they must be kept in their cot or in a KangaWrap.
 - If you wish to briefly leave your room, please ensure that your baby is in their cot, away from the door, and the door is kept closed. If you need to leave the ward and your partner is not present, your midwife or support worker must be notified prior to you doing so.
 - Please request in advance with maternity staff to ensure they are available if you need to be away from your baby for non-medical reasons and want them to keep an eye on your baby. Please be aware that this may not always be possible.
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Visiting and leaving the wards

Please see the Maidstone and Tunbridge Wells NHS Trust Maternity Website for the most updated information regarding visiting on the wards www.mtw.nhs.uk

Both the Delivery Suite and Postnatal ward are locked on a 24/7 basis.

Access to the wards occurs via an intercom system.

You will be asked to show your wristband in order to gain access to the ward.

Your baby can only leave the wards for the following reasons:

- If requiring medication or investigations that needs to be provided on the Neonatal Unit.
- If requiring a scan within another department in the hospital.
- Upon agreement with maternity staff if your baby is in a Kanga wrap, car seat or a cot.
- Upon discharge.

Tailgating

Tailgating is one of the most common ways that people can gain access to a restricted area. This can be simply from following a person through doors that have access locks.


We therefore ask you to stop people when they attempt to follow you onto the ward or try to come in as you are leaving.

How to raise a concern?

Please speak to your midwife or the ward manager about any concerns regarding the security and safety of your baby.



Further information and advice can be obtained from:

NHS 111
NHS Choices online

 **111**
www.nhs.uk

MTW NHS Trust is committed to making its patient information accessible in a range of languages and formats. If you need this leaflet in another language or format please ask one of your clinical care team or the Patient Advice and Liaison Service (PALS). We will do our best to arrange this.

Maidstone and Tunbridge Wells NHS Trust welcomes all forms of feedback from our service users. If the standard of service you have received from the Trust does not meet your expectations, we want to hear from you. Please speak with the ward manager or the nurse in charge in the first instance, or you can contact the **Patient Advice and Liaison Service (PALS)** on:

Telephone:  01622 224960 or  01892 632953

Email: mtw-tr.palsoffice@nhs.net

or visit their office at either Maidstone or Tunbridge Wells Hospital between 9.00am and 5.00pm, Monday to Friday.

You can be confident that your care will not be affected by highlighting any areas of concern or making a complaint. The Trust will retain a record of your contact, which is held separately to any medical records. If you are acting on behalf of a patient, we may need to obtain the patient's consent in order to protect patient confidentiality. More information on PALS or making a complaint can be found on the Trust's website: www.mtw.nhs.uk or pick up a leaflet from main reception.

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