

# PRE ADMISSION FORM

*\*To be completed and returned with medical history and consent at least 48hours prior to admission.*

## PERSONAL DETAILS

Planned Admission Date: .....

Title: (MR/MRS/MISS/MS etc) ..... Surname: ..... Given Names: .....

Address: ..... Suburb: ..... Post Code: .....

Email: ..... Gender:  Male  Female

Date of Birth: ..... Country of Birth: .....

Language spoken at home: ..... Do you require an interpreter? .....

### Are you:

Aboriginal  Torres Strait Islander  Both Aboriginal & Torres Strait Islander  Neither Aboriginal or Torres Strait Islander

**Marital Status:**  Married  Single  Widowed  Divorced  Separated  De Facto Relationship

Telephone: Home: ..... Work: ..... Mobile: .....

Medicare No: ..... Exp. Date: ..... ID No: ..... Pension/HCC No: .....

Veteran Affairs: DVA No: ..... Card Colour: .....

Legal Guardian: ..... Relationship: ..... Telephone: .....

Next of Kin: ..... Relationship: ..... Telephone: .....

Name of Escort: ..... Relationship: ..... Telephone: .....

## HEALTH INSURANCE DETAILS

Name of Fund: ..... Membership No: ..... ID No: .....

Table: ..... Amount of Excess for this hospitalisation: ..... (if known)

Length of Membership of current hospital table:  Less than 3 months  Less than 1 year  Over 1 year

HAVE YOU PREVIOUSLY BEEN ADMITTED TO DOUBLE BAY DAY HOSPITAL?  YES  NO If so when: .....

HAVE YOU BEEN ADMITTED TO HOSPITAL IN THE PAST 28 DAYS?  YES  NO If so where: .....

Procedure to be Performed: .....

Attending Doctor: ..... Referring Doctor: .....

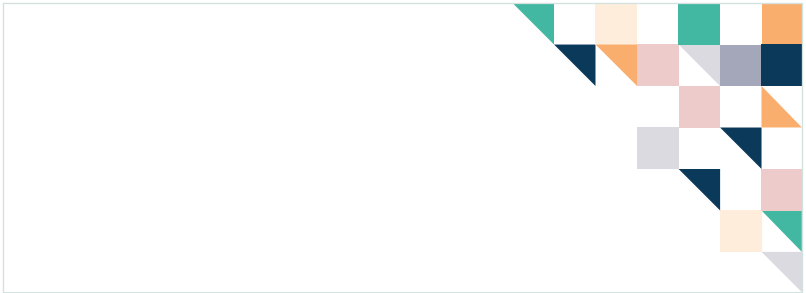
*To the best of my knowledge, the above information is true and correct. I agree to pay any shortfall in reimbursement by my Health Fund.*

Patient / Guardian Signature: ..... Date: .....

**If this is a Workers Compensation Claim or this hospitalisation is the result of an accident, please ensure that you inform us prior to your admission.**

*Please contact Double Bay Day Hospital after 12:00pm on the day prior to your admission to confirm your planned admission time.*

Unforeseen circumstances sometimes cause alterations to admission times, but all attempts will be made to advise you if this occurs.



## CLINICAL DETAILS

### PATIENT DETAILS

Patient Name: ..... DOB: .....

### CONSENT FOR TREATMENT / PROCEDURE

I, ....., request and consent that the following procedure/s  
..... be carried out at Double Bay Day Hospital.

- I confirm that Dr ..... has explained the procedure to me, the alternative treatments, possible complications and risks associated with the above procedure.
- I have discussed this matter with my doctor and have had the answers to all my questions explained. I am aware that the doctor that has explained the procedure to me may not be the doctor that performs the procedure).
- I acknowledge that I have been advised that there are occasions when the desired results and expected outcomes of the procedure are not always achieved and would still like to proceed with the operation.
- I agree to the administration of anaesthetics, medications and other forms of treatment associated with the reason for admission.
- I also agree to my blood being taken for serology in the event of a sharps or needle stick injury of a staff member or medical officers being injured during my procedure. All results will be confidential and I will be informed subsequently, incurring no costs for pathology.
- I also acknowledge that the Double Bay Day Hospital disclaims any and all liability for an injury and/or other damages I may cause or sustain in the event that I should ignore, overlook or not accept the advice, cautions or warnings that have been given to me in these matters.

### After care Requirements

- I agree not to drive any vehicle or operate any equipment or machinery for up to 24 hours after discharge from Double Bay Day Hospital. I will avoid making any important decisions or signing cheques or legal documents.
- I agree that my surgery/procedure will not go ahead if I do not have a carer. If I am unable to organise a carer, I will be given a phone number to call by the staff at Double Bay Day Hospital to organise for myself and I understand that I am responsible for the cost of a carer.
- I acknowledge that for my protection and safety, I have arranged to be escorted home from Double Bay Day Hospital by:

Name: ..... Phone Number: .....

*Who will be responsible for me for the 24 hour period following my discharge from Double Bay Day Hospital.*

**Patient/Guardian's Signature:** ..... **Date:** .....

**Signature of Witness:** ..... **Date:** .....

Provisional Diagnosis: .....

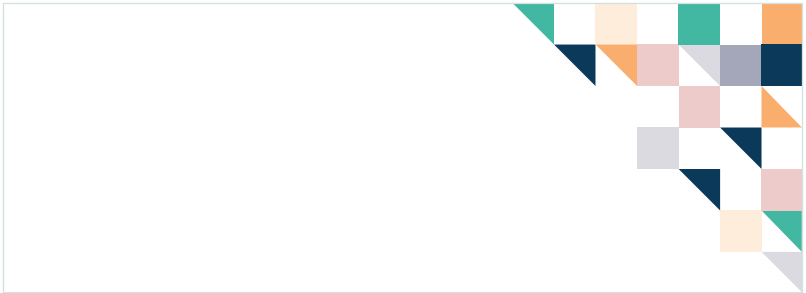
Proposed Procedure: .....

Significant Medical History, Medications and Findings: .....

Special Instructions to Staff: Medication / Equipment / Biohazard Risks .....

Requires Preoperative:  Anaesthetic Consult  CXR  Pathology .....

*To be completed by the Admitting Doctor: DR SIGNATURE:* .....



# MEDICAL HISTORY

## PATIENT DETAILS

(to be completed by the Patient / Guardian)

Patient Name: ..... DOB: .....

## MEDICAL HISTORY

List previous operations: .....

Have you experienced an adverse reaction during Anaesthesia (General or Local)?  YES  NO

Has any of your family experienced an adverse event during Anaesthesia?  YES  NO

Please list current medications including any non-prescribed medications such as vitamins, herbs, natural or traditional therapies.

Medication / Drug Name	Strength	No. Taken	How Often?

Do you suffer from or have you ever had any of the following? (only tick the box if applies)

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> Cough   | <input type="checkbox"/> Asthma or <input type="checkbox"/> Lung Disease                    | <input type="checkbox"/> Breathlessness   |
| <input type="checkbox"/> Hayfever  | <input type="checkbox"/> Chest Pain   | <input type="checkbox"/> Heart Problems   |
| <input type="checkbox"/> Rheumatic Fever   | <input type="checkbox"/> Do you have a Pacemaker?   | <input type="checkbox"/> High Blood Pressure  |
| <input type="checkbox"/> Stroke  | <input type="checkbox"/> Fits / Epilepsy - date of last fit ..... /..... /.....             | <input type="checkbox"/> Anaemia  |
| <input type="checkbox"/> Blood Clots   | <input type="checkbox"/> Persistent Bleeding  | <input type="checkbox"/> Porphyria  |
| <input type="checkbox"/> Glaucoma  | <input type="checkbox"/> Kidney Disease   | <input type="checkbox"/> Liver Disease  |
| <input type="checkbox"/> Diabetes – Type I <input type="checkbox"/> Type II <input type="checkbox"/> Insulin Dep. <input type="checkbox"/> | <input type="checkbox"/> Arthritis  | <input type="checkbox"/> Back or Hip Problems   |
| <input type="checkbox"/> Reflux/Indigestion/Hiatus Hernia  | <input type="checkbox"/> Hepatitis A  | <input type="checkbox"/> Hepatitis – B <input type="checkbox"/> or C <input type="checkbox"/> |
| <input type="checkbox"/> HIV / AIDS  | <input type="checkbox"/> Have you ever used IV or recreational drugs?                       |   |
| <input type="checkbox"/> TB  | <input type="checkbox"/> Have you ever had a blood transfusion? - Year of Transfusion ..... |   |

Do you have any other medical conditions/physical disability that may affect your procedure/stay with us?

YES  NO If yes, please list: .....

Are you Allergic to any other medications or dressings?

YES  NO If yes, please list: .....

What is your height in cm? ..... What is your weight in kg? .....

Do you drink Alcohol?  NO  YES How many standard drinks per week .....

Do you Smoke/ever smoked?  NO  YES How much each day? ..... Cigarettes/Cigar/Pipe .....

When did you stop smoking? .....

Are you Pregnant?  NO  YES

Have you used Steroid/Cortisone medication in the past 6mths?  YES  NO

Have you taken any blood thinning medication this week?  YES  NO

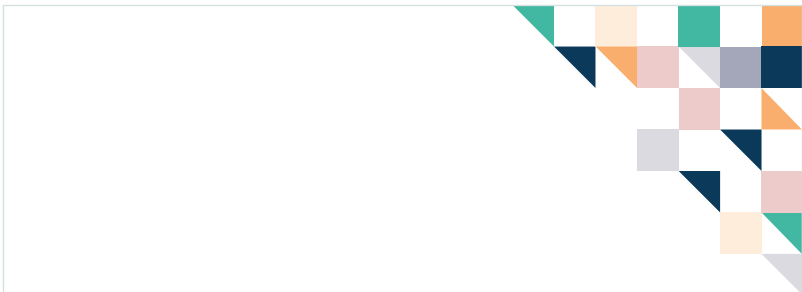
Have you had a head cold or the 'flu' in the past two weeks?  YES  NO

Patient / Guardian Signature: ..... Date: .....

### OFFICE USE ONLY

Medical History Checked:  YES  NO Date: ..... /..... /..... Signature: .....

Chief Nurse or Delegate



# PREOPERATIVE ASSESSMENT

## CREUTZFELD JAKOB DISEASE (CJD) PREOPERATIVE ASSESSMENT

### ALL PATIENTS MUST COMPLETE

- Have you had a dura mater graft between 1972 & 1989?  YES  NO
- Do you have a family history of two or more relatives with CJD or any other unspecified progressive neurological disorders?  YES  NO
- Have you suffered from recent progressive dementia (physical or mental), the cause of which has not been diagnosed?  YES  NO
- Have you received human pituitary hormone (growth hormones, gonadotrophins, fertility drugs) prior to 1985?  YES  NO

Signature of Patient / Guardian: ..... Date: .....

Checked by: ..... Title: ..... Date: .....

If any of these questions are affirmative then the Director of Nursing, Surgeon and Anaesthetist must be informed.

## DISCHARGE PLANNING QUESTIONNAIRE

*This information is necessary in order to plan a safe return home.*

**ALL PATIENTS MUST COMPLETE.** You must have a responsible person care for you overnight after your procedure. If you believe you will require some form of assistance post-operatively please do not hesitate to contact us and we will assist you to arrange appropriate care.

- Are you over 75 years of age?  YES  NO
- Do you live alone?  YES  NO
- Are you solely responsible for the care of another person at home?  YES  NO
- Do you currently receive community support services?  YES  NO
- Do you require assistance with any aspect of day to day living?  YES  NO
- Have you fallen in the last year or do you have a fear of falling?  YES  NO

## AUSTRALIAN PRIVACY PRINCIPLES

Double Bay Day Hospital collects and holds personal information about you for specific purposes. The Australian Privacy Principles prohibits the use of this information for other purposes without your consent. Double Bay Day Hospital uses the information collected **only** for the purpose for which it is collected.

Double Bay Day Hospital would like you to indicate, on this form, whether or not you consent to the use of the personal information it holds about for the purposes described below. You should note that in the event that you do provide consent, the information will be used in an identified format. That is, your identity will be clear in any material generated for the purposes of which you provide consent. You are under no obligation to provide consent to the use of your personal information for any of the purposes described below. In the event that you do not consent, we will respect your wishes and will not use the information for that purpose in any identified format.

**Please provide your consent to the use of your personal information for the purposes described below, by ticking and initialing the relevant boxes and signing and dating the form where indicated. All forms must be signed. Any boxes left blank will denote that consent is withheld.**

I hereby consent to the use of my personal information for the purposes indicated below:

- To assist other medical practitioners or institutions who may treat me in the future but only to the extent necessary to treat the particular condition I have consulted the medical practitioner or institution about. This may include a requirement to forward relevant prior information, for example anaesthesia records.
- To inform Next of Kin identified in my admission form of the outcome of treatment or to obtain consent to necessary treatment when I am not able to provide such consent.
- To assist in the development of service delivery and planning in facilities owned and operated by Double Bay Day Hospital.
- To assist Double Bay Day Hospital in providing practical training and education to medical, nursing and other allied health students.
- To assist Double Bay Day Hospital in undertaking quality improvement activities.
- To enable Double Bay Day Hospital to provide only necessary information in relation to this admission, to the Health Fund of which I am a member, if requested by the Health Fund to do so.

Patient / Guardian Signature: ..... Date: .....