

**DEPARTMENT OF MIDWIFERY**

**Checklist for Documentation Items in Specially Requested Chart Reviews**

The Department of Midwifery reviews only care that has occurred in the hospital setting, unless care that occurred outside the hospital is directly linked to the care/outcome being reviewed.

**Part 1: RM's Chart** – the RM is responsible for compiling:

|                          |  |
|--------------------------|--|
| <input type="checkbox"/> | Antenatal Record 1 & 2 – all pages   |
| <input type="checkbox"/> | Any narrative/encounter notes accompanying Antenatal Record 1 & 2  |
| <input type="checkbox"/> | Applicable ultrasounds and related antepartum and postpartum reports   |
| <input type="checkbox"/> | Any notes/letters from consultants   |
| <input type="checkbox"/> | Copy of birth plan (if present)  |
| <input type="checkbox"/> | Chart checklist from RM chart (if available)   |
| <input type="checkbox"/> | Copies of applicable signed waivers/consents (if present)  |
| <input type="checkbox"/> | Copy of partogram (if applicable)  |
| <input type="checkbox"/> | Labour & Birth Summary   |
| <input type="checkbox"/> | Copy of Newborn Record part 1 and part 2 (if applicable)   |
| <input type="checkbox"/> | Copy of any and all history and progress notes done by the midwife   |
| <input type="checkbox"/> | Copy of maternal/newborn post partum flow sheet/progress notes (if applicable), including 6 week discharge paperwork   |
| <input type="checkbox"/> | Emergency transfer documents: <ul style="list-style-type: none"> <li><input type="checkbox"/> Dept of midwifery procedure form (completed)</li> <li><input type="checkbox"/> BC Women's Hospital procedure form (completed)</li> </ul> |