 <b>BAY OF PLENTY DISTRICT HEALTH BOARD HAUORA A TOI</b>	<b>DISCHARGE - ISSUING MEDICAL ELECTRICAL EQUIPMENT TO MEDICALLY DEPENDENT ELECTRICITY CONSUMERS</b>	<b>Policy 6.5.1 Protocol 5</b>
<b>DISCHARGE PLANNING PROTOCOL</b>		

### STANDARD

To ensure that patients being discharged from Bay of Plenty District Health Board (BOPDHB) hospitals with (not an exclusive list):

- Oxygen Concentrators
- Airway suction units
- Haemo-dialysis machines
- Continuous Positive Airway Pressure (CPAP)
- Bi-level Positive Airway Pressure (BIPAP) Non invasive Ventilation
- Continuous Ambulatory Peritoneal Dialysis (CAPD)
- Ventilator
- Total Parental Nutrition (TPN)
- Ventricular Assistance device

on loan from BOPDHB will be provided with information on:

- Electrical cost of operating the equipment
- How to obtain financial assistance, if required
- Actions to take if equipment fails
- Actions to take if electricity supply fails
- Actions to take in the event of an emergency

### OBJECTIVE


To prevent patients who are reliant on critical medical electrical equipment, and who require an assured supply of electricity, having their electricity supply stopped.

### EQUIPMENT

- Bay of Plenty District Health Board Form FM.E4.1 Electrical Equipment - Notice of Potential Medically Dependent Consumer (MDC) Status
- Bay of Plenty District Health Board Form FM.E4.2 Electrical – WINZ Application for Physical Disability Allowance for Electrical Costs
- Energy Retailers Contact List

STEP	ACTION	RATIONALE
<b>1</b>	<ul style="list-style-type: none"> <li>• When a decision is made by a registered health professional to supply medical electrical equipment to the patient, the patient is provided with the necessary information and training to ensure their safety at discharge</li> </ul>	<ul style="list-style-type: none"> <li>• Patient is fully informed, and consenting to treatment.</li> </ul>
<b>2</b>	<ul style="list-style-type: none"> <li>• Health professional issuing medical equipment completes Notice of Potential Medically Dependent Consumer (MDC) status</li> <li>• Date for review of ongoing requirement of equipment needs to be filled in by prescriber</li> </ul>	<ul style="list-style-type: none"> <li>• Patient is informed of process for advising their electricity retailer of patient's need for uninterrupted electricity supply</li> <li>• Notice has a recorded date for timely review</li> </ul>

Issue Date: Nov 2015 Review Date: Nov 2018	Page 1 of 3 Version No: 2	NOTE: The electronic version of this document is the most current. Any printed copy cannot be assumed to be the current version.
Protocol Steward: Quality & Patient Safety Co-ordinator, RCS	Authorised by: Medical Director	

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STEP	ACTION	RATIONALE
	<ul style="list-style-type: none"> <li>• Patient signs Notice consenting to waiver of privacy clause</li> <li>• A copy of MDC is taken and placed in the patient's health record</li> <li>• A copy is sent to Health Records to update IBA Alerts System</li> </ul>	<ul style="list-style-type: none"> <li>• Patient provides evidence of documented informed consent</li> <li>• To meet documentation standards</li> <li>• IBA Alert system - available to DHB for major emergency</li> </ul>
<b>3</b>	<ul style="list-style-type: none"> <li>• The original MDC is given to the patient to provide to their electrical retailer</li> </ul>	<ul style="list-style-type: none"> <li>• Electrical retailer informed of customer's reliance on sustained electrical supply at discharge</li> </ul>
<b>4</b>	<ul style="list-style-type: none"> <li>• Electronic Discharge Summary and all referrals must include information on equipment issued to patient at discharge</li> </ul>	<ul style="list-style-type: none"> <li>• Ensures general practitioner (GP) and District Nurses are aware of equipment in the community</li> </ul>

#### REFERENCES

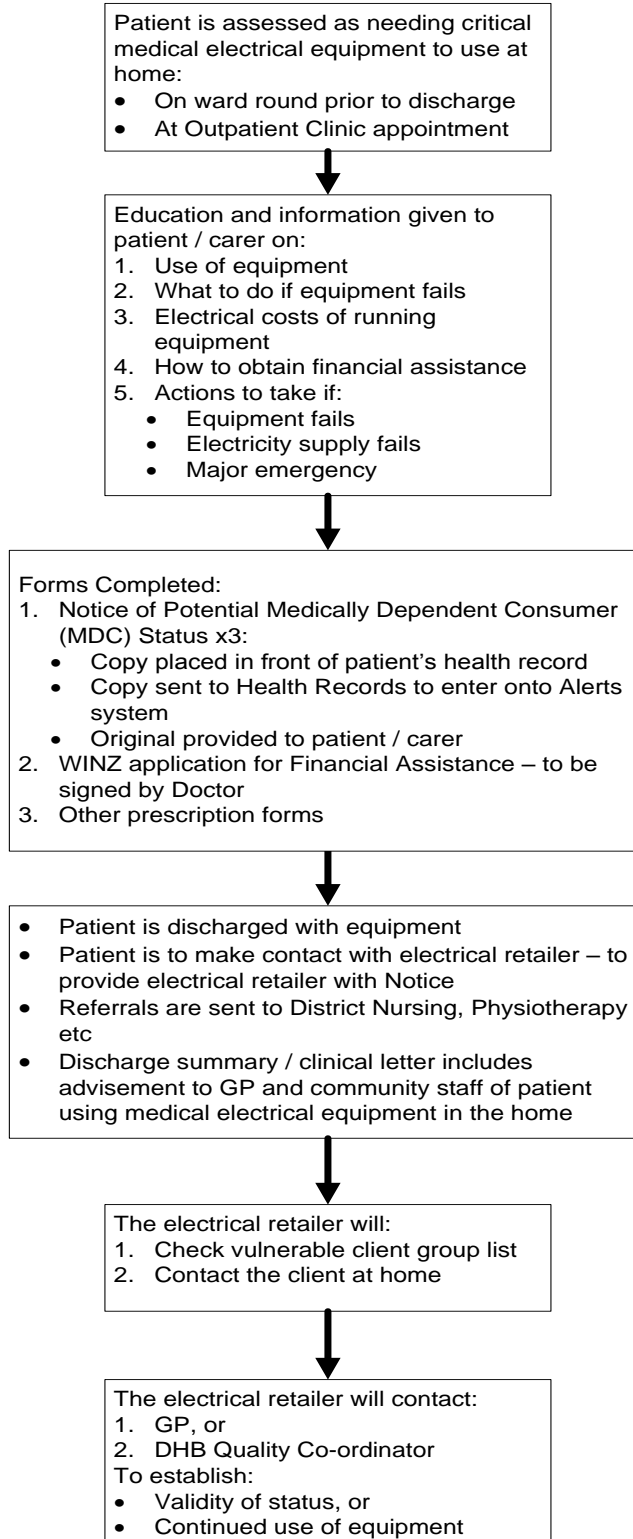
- [Electricity Commission, 5 March 2010. Guideline on arrangements to assist vulnerable consumers](#)
- [Electricity Commission, 5 March 2010. Guideline on arrangements to assist medically dependent consumers](#)

#### ASSOCIATED DOCUMENTS

- Bay of Plenty District Health Board policy 6.5.1 Discharge Planning – Inpatient
- Bay of Plenty District Health Board policy 1.1.1 Informed Consent
- Bay of Plenty District Health Board policy 2.5.2 Health Records Management
- Bay of Plenty District Health Board policy 6.1.5 Alerts
- Bay of Plenty District Health Board policy 5.1.10 Electrical Equipment and Appliances - Testing and Safety
- Bay of Plenty District Health Board policy 5.1.2 Clinical Equipment - Management and Maintenance
- Bay of Plenty District Health Board Form FM.E4.1 Electrical Equipment - Notice of Potential Medically Dependent Consumer (MDC) Status
- Energy Retailers Contact List
- Bay of Plenty District Health Board Form FM.E4.2 Electrical – WINZ Application for Physical Disability Allowance for Electrical Costs

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## Appendix 1 Issuing of Medical Electrical Equipment Flowchart



Issue Date: Nov 2015	Page 3 of 3	NOTE: The electronic version of this document is the most current. Any printed copy cannot be assumed to be the current version.
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