



Issue: Additional Clinical Protocols folder

Raised by: Best Practice Group

Background: Occasionally, new clinical protocols are generated for the guidance of Remote Health Branch clinical staff. To date, these have been issued from various sources, with varying degrees of authority, and with varying expectations of effecting consistent practice. There has been difficulty for both health centre and management staff to keep track of these varied documents and clearly identify all those that are suitably endorsed. It is recognised that a systematic way of handling and officially endorsing such protocols, would be of benefit to the Branch.

Discussion: CARPA STM and the Women's Business Manual (WBM) are widely recognised and embraced as the endorsed clinical governance for Branch staff, affording consistent best practice standards and security for practice. While a mechanism for housing additional protocols is now being proposed, it is to be clearly understood that there is no intention of deviating from the use of CARPA STM and the WBM unless there is a definite need to do so.

The reason the Branch would issue an additional clinical protocol should be to either address a deficit or error that comes to light in CARPA STM or the WBM, or respond to a significant change in best practice standards that develops. Need for change would only be for those issues that warrant attention prior to the release of a new edition of the relevant manual.

The status of all protocols issued through the Best Practice Group for inclusion in the "Additional Clinical Protocols" folder, will be the same as that of the CARPA and WBM manuals; i.e. staff are obliged to adhere to their content, and are indemnified for their practice when adhering. This will require clear authorisation to support staff practice.

Where possible, additional protocols should be presented in a format similar to that of the endorsed manuals.

Consultation: Concept developed by Best Practice Group

References: Nil

Outcome: Folders will be produced and supplied to all health centres and other clinical staff.

An Atlas item has been produced to describe the features of the folder. The Atlas item has been endorsed by the Branch Director, effectively authorising the use of the Additional Clinical Protocols folder to govern the relevant areas of clinical practice within the Branch.

Following endorsement by the Best Practice Group, release of any new protocol will include 3 steps:

1. Hard copy and electronic forms of the protocol will be distributed
2. Where applicable, stickers will be placed in all DHCS CARPA / WBM indicating a replacement protocol exists
3. The protocols will be included in Section 14 of the Atlas.