

Operational Procedure for Initiation of the **Last Days of Life EMIS Template** for GP's, District Nurses and Hospice Staff.

STOP & Think		BE PREPARED- actions to take		GO- EMIS last days of Life Template	
<p>All Patients</p> <p>1. Patients condition is deteriorating</p> <p>2. Reversible causes have been considered</p> <p>3. Team believe the patient is likely entering their final days/hours of life</p>	<p>Community Patients Incl. Hospice at Home</p>	<p>General Practitioner</p> <ul style="list-style-type: none"> Clinical assessment is carried out (face to face in most cases) Communication with patient (<i>if able</i>) Communication with family/significant others Inform District Nurse Inform OOH GP's Where applicable inform Hospice@Home <p>District Nurses/Hospice@ Home</p> <ul style="list-style-type: none"> Discussion with GP following their clinical assessment of the patient Agree last days of life approach is appropriate View last days of Life EMIS Summary page 	<p>General Practitioner - Last days of Life template to be initiated. Five <u>Minimum</u> fields to be completed within the template at 1st initiation. These are:</p> <ul style="list-style-type: none"> ✓ Last Days of Life ✓ Face to face consultation completed since the patients deterioration ✓ Do Not Attempt CPR form in place and up to date ✓ Blue Booklet anticipatory medications prescribed ✓ Nurse Verification of Expected Death Form Completed (where applicable) <p>District Nurse to check the Last Days of Life Summary View</p> <p>If the following 5 data field have been completed by the GP the District Nursing Team/Hospice @ Home team can initiate their Last days of Life Template</p> <ul style="list-style-type: none"> ✓ Last Days of Life ✓ Face to face consultation completed ✓ Do Not Attempt CPR form in place and up to date ✓ Blue Booklet anticipatory medications prescribed ✓ Nurse Verification of Expected Death Form Completed 		
	<p>Hospice Inpatients</p>	<p>Hospice Doctor</p> <ul style="list-style-type: none"> Clinical assessment of the patient Communication with patient (<i>if able</i>) Communication with family/significant others Discussion with Hospice Nursing Team to agree last days of Life approach <p>Nursing Staff</p> <ul style="list-style-type: none"> Discussion with Hospice Doctor following their clinical assessment Agree last days of life approach is appropriate 	<p>Hospice Doctor- Last days of Life template to be initiated . Four <u>Minimum</u> fields to be completed within the template at 1st initiation to include:</p> <ul style="list-style-type: none"> ✓ Last Days of Life ✓ Face to face consultation completed since the patients deterioration ✓ Carer aware of prognosis ✓ Do Not Attempt CPR form in place <p>Hospice Nurse- Check the patient's EMIS record to ensure the last days of life template has been completed and the four fields above have been completed.</p>		

NB: The Last Days of Life Template should be used for a maximum of 7 days before triggering a further face to face review from a GP