



Waitematā

District Health Board

Best Care for Everyone

Provider Healthcare Services

North Shore Hospital Campus

Shakespeare Road, Takapuna

Private Bag 93-503, Takapuna

Auckland 0740

Telephone: 09 489 0527

Facsimile: 09 486 8339

19 November 2020

Mr Bryan Stralow

Fyi-request-14094-3cc9f7fb@requests.fyi.org.nz

Dear Mr Stralow

Re: OIA request - Paediatric Emergency Department admissions

Thank you for your Official Information Act request received 8 November 2020 seeking information about paediatric Emergency Department admissions from Waitematā District Health Board (DHB).

Before responding to your specific questions, it may be useful to provide some context about our services.

Waitematā DHB serves a population of more than 630,000 across the North Shore, Waitakere and Rodney areas, the largest and one of the most rapidly growing DHBs in the country. We are the largest employer in the district, employing around 8,500 people across more than 80 locations.

In addition to providing services to our own population, we are also the metropolitan Auckland provider of forensic psychiatry, child disability services, child community dental services and community alcohol and drug services.

In response to your request, we can provide the following information:

- **When admitting a child into the Emergency Department, can you please send through a copy of your standard operational procedure.**
- **When examining a child that has been admitted to the Emergency Department, could you please send through a copy of your standard operational procedure.**
- **When discharging a child that has been admitted to the Emergency Department, could you please send through a copy of your standard operational procedure.**
- **Furthermore, can you please indicate if a Ms Jane Key is still a Board member for Waitematā DHB, and if not, why is she not in this position still?**

Please find enclosed a copy of the following attachments for your reference:

Appendix 1: Business Rules - ECC Paediatrics - Waitakere Hospital. This document details the operational business rules for the children's area of the Waitakere Hospital Emergency Department.

Appendix 2: Paediatric Emergency Department Unit - clinical units and duties. This is the Paediatric RMO (resident medical officer) orientation information which outlines the unit's processes.

Ms Jane Key is neither a past or present Waitematā DHB board member.

I trust that this information is helpful.

Waitematā DHB supports the open disclosure of information to assist community understanding of how we are delivering publicly funded healthcare. This includes the proactive publication of anonymised Official Information Act responses on our website from 10 working days after they have been released.

If you consider there are good reasons why this response should not be made publicly available, we will be happy to consider your views.

Yours sincerely

A handwritten signature in black ink, appearing to be 'MS', written in a cursive style.

Mark Shepherd
Director Provider Healthcare Services
Waitematā District Health Board