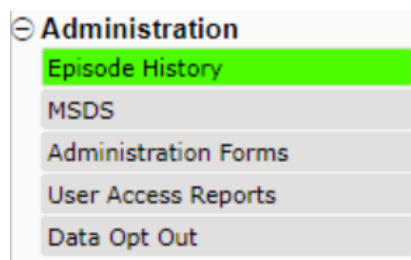




## How to Close a Pregnancy

It is important that if a woman has had a miscarriage, termination, pregnancy loss, or moved out of the area that their pregnancy is closed. It is the responsibility of the person that first receives this information to do this. For example, if you are a community midwife and a woman is moving to another area outside of the region or to a site without BadgerNet. Alternatively, if a woman contacts a midwife to tell them she has had a miscarriage. **Please ensure if the woman is going to another hospital that uses BadgerNet in the region that you DO NOT close the record so that it can be continued to be used.**

1. Open pregnancy record and scroll down on the left side-bar to **“Administration”** and click into **“Episode History”**.



2. Ensure you select the correct pregnancy episode from the list
3. Choose **“Close this pregnancy”**

12 Oct 22

08:34

(now viewing)

The Royal Victoria Infirmary Maternity (Newcastle)

Booking

CommunityN, Test

BadgerID: AAC9NP

Episode opened at: The Royal Victoria Infirmary Maternity (Newcastle)

Date booked: 12 Oct 22 at 14:08

Location booked: The Royal Victoria Infirmary Maternity (Newcastle)

EDD not entered

Intends to birth at: NHS hospital - Consultant only

Labour and Birth

Mother has not given birth

Episode Administration

Close this pregnancy

Create new pregnancy episode...

Create postnatal episode...

Delete this pregnancy...

4. Ensure to complete all information relevant within this form. Click **“Save and Close”** to finish. See a sample of the form below:

The screenshot shows a web form titled "Close Pregnancy". It contains several fields: "Date Pregnancy Closed" with a date picker set to "21 Oct 22" and a time dropdown set to "at 11:19", followed by "Gestation 7weeks, 5days". Below this is "Reason For Closing" with a dropdown menu showing "Spontaneous miscarriage". Then "Suspected or Detected IUGR Antenatally" with radio buttons for "Yes" and "No", where "No" is selected. Next is "Date pregnancy ended / Last contact" with a date picker set to "21 Oct 22" and "Gestation 7weeks, 5days". This is followed by "Type of Abortion" with a dropdown menu showing "Spontaneous or Incomplete Abortion", and "Management of Abortion" with a dropdown menu showing "Conservative/Expectant Management". At the bottom is a large text area labeled "Additional Notes" with a light green background.

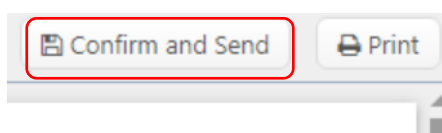
5. Ensure to inform community admin and the health visitors of the closure of pregnancy so that all future appointments can be cancelled. To do this:
6. Click into the side-bar and find **“Reports”**. Click on **“Clinical Reports”**




7. Now that you have closed the pregnancy as above, you can find the pregnancy closure report below.



8. Once you click onto **“Pregnancy Closure”** the report will show. Click on **“Confirm and Send”** in the top right-hand corner and send this to the community admin and health visiting team.



9. Complete the box below – for example, cancel all appointments or moved out of the area. The recipients will be automatically displayed as community admin and health visitors. You will need to authorise the sending of this document with your username and password.

Time of confirmation	08 Nov 22	at 12:16
Report	Pregnancy Closure	
Recipients	<input type="checkbox"/> nuth.communitymidwifery.admin <input type="checkbox"/> nuth.antenatalnotification@nhs.net	
Additional Recipients	<input type="text"/>	
Additional Documents	<input type="text"/>	
Comments	<div></div>	
Confirmed by	<div> Authorise</div>	

10. If appropriate, you could also include additional recipients such as the named community midwives' email to inform them if you are not that person.
11. The record is now closed and can no longer be added to. It is important that this is done for all pregnancy losses and people moving out of the area (to a non-BadgerNet site) to be cared for by other trusts.

If you require any further support or training please email  
[Nuth.badgernetmaternitysupport@nhs.net](mailto:Nuth.badgernetmaternitysupport@nhs.net)

#### Pregnancy Closure Checklist

- ☐ Search for record using NHS number
- ☐ Find Episode history in notes and find current pregnancy
- ☐ Go into close this pregnancy and fill out complete form
- ☐ Find clinical report of pregnancy closure
- ☐ Confirm and send to community admin
- ☐ Confirm and send to HV