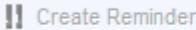
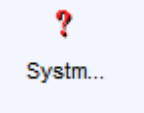


Operation Name:	Newcastle upon Tyne Hospitals NHS Foundation Trust
SOP title:	SystmOne DNACPR Standardisation Documentation

Standard Operating Procedure

Step	Instructions	Further explanation
1	Upon referral to all SystmOne units, every patient, as part of the new patient assessment workflow, will be asked their DNACPR status within the DNACPR template.	<ul style="list-style-type: none"> The DNACPR template can be found via the clinical tree or a quick link button on the toolbar, within the safety dashboard, called DNACPR template. Ask the patient, family or carers if they are aware of the DNACPR status. Presets are available: 'For resuscitation' or 'DNACPR in situ'. If DNACPR in situ, document source and date decision made. (Examples of sources: Great North Care Record, Tabbed journal in SystmOne, E-record, Paper copy) <p>❖ All Acute Trust DNACPR documents must be countersigned by a senior doctor</p> <p><i>Adult Patients:</i> F1 Doctors must NOT sign this form F2 to ST4 Must countersignature by ST5 or above ST5 and above sign as Senior Signatory</p> <p><i>Paediatric Patients:</i> Senior Signatory must be a Consultant</p> <p>In the community, documents must be signed by a GP.</p> <p>❖ All decisions must be reviewed within 12 months whether community or acute DNACPR.</p> <p>Frequency of review will be dependent on local agreement but must be as a minimum within 12 months.</p>
2	If DNACPR in situ, a normal reminder must be set up.	<ul style="list-style-type: none"> Navigate to reminders using the quick link '!! Create reminder' button in the DNACPR template.

		 <p>There is also a quick link to the training page on how to complete a reminder.</p>  <ul style="list-style-type: none"> • Select normal reminders. Document 'DNACPR in situ' with the date the decision was made. Do NOT put today's date. It should now display on the patient's home screen, which can be located at the top of the clinical tree.
3	If 'DNACPR in situ' in reminders is no longer appropriate but the reminder was set up originally by a staff member in the SAME SystemOne unit.	<ul style="list-style-type: none"> • On the home screen, click cancel to the right of 'DNACPR in situ'. • In DNACPR template, change DNACPR status to the preset 'for resuscitation'. Document reminder has been cancelled.
4	If 'DNACPR in situ' in reminders is no longer appropriate but the reminder was set up originally by a staff member in a SystemOne unit outside your SystemOne unit.	<ul style="list-style-type: none"> • On the home screen, click cancel to the right of 'DNACPR in situ' on home screen. In the pop up, document reason for removal in pop up. • An automatic task will be sent to the original SystemOne unit to approve cancellation. • Current SystemOne unit must create a new normal reminder to 'disregard DNACPR in situ' stating the specific date with an explanation 'Status revoked, awaiting cancellation'. • Original SystemOne unit on completion of cancellation task must send task to current SystemOne unit to say cancellation task complete. • Upon this completion of cancellation task received in current SystemOne unit, cancel second normal reminder to disregard original DNACPR reminder.

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Approved by:

NuTH Digital Health

NuTH SystemOne development team

NuTH Deciding Right Group

Joint Review due: 28th April 2027

Date:

28th April 2025

5th May 2025

18th June 2025