

**INSTRUCTIONS FOR USING TEMPLATE:** When you wish to use this template, please be sure you have keyed in work type 81 into the dictation system when prompted. You will also need to inform the transcriptionist that you are using the newborn template called “layton” as soon as you start dictating. You must state this at the very beginning of the dictation or they will not know you are using this. Also note patient name, ID number, admit date, discharge date and dictating and attending physician. Once you begin the dictation, simply jump to where the blanks are and dictate the information you need inserted. Anything you see in red is not in the template and will not appear in the dictation. You may insert anything you like into the dictation by clearly indicating to the transcriptionist where you would like it inserted. You may delete any portion of this by clearly indicating same. Giving a few-word lead-in or follow to the blank is very helpful in case you miss one so the wrong information is not entered into the wrong blank. Examples would be if dictating how the baby is being fed, state “breast feeding without difficulty” or “Apgars 8 and 9” just so they know they have the correct area and not just giving the word that goes in the blank. When complete with dictation, simply state “end of dictation.” Any blank that is not filled in, will remain when you get the document back to sign; you can then simply fill it in before signing via Careweb, as well as make any other changes you feel necessary.

**DIAGNOSIS:** Newborn. Include any additional diagnoses (negative sepsis eval, TTNB, heart murmur, undescended testicles, etc)

**OPERATIONS/PROCEDURES:** <Dictate “circumcision”, “none”, or any other pertinent procedures performed during hospitalization>.

**DISCHARGE MEDICATIONS:** None.

**ALLERGIES/SENSITIVITIES:** No known drug allergies.

**CONDITION OF PATIENT AT DISCHARGE:** Healthy newborn.

**MEDICAL HISTORY:** The patient is a <weight in kg>-kg <male or female> born at <EGA> weeks to a <mother’s age>-year-old, gravida <# of pregnancies> para <#’s> mother (<blood type>/antibody <positive or negative>/group B strep <positive or negative>/rubella <immune or nonimmune>/VDRL <reactive or nonreactive>/hepatitis B <positive or negative>/HIV <positive or negative>/gonorrhea culture <positive or negative>/Chlamydia <positive or negative>) by <form of deliver (cesarean, vaginal, etc.)>.

Maternal history was notable for <dictate any free text (medication use, notable PMH, etc)>. Pregnancy was notable for <free text (PIH, GDM, etc)>. In the delivery room, rupture of membranes was <artificial, spontaneous, etc.>. Complications included <free text or instruct to have this sentence removed (nuchal cord, FTP, meconium)>. Resuscitation included <free text or instruct to have removed (blow by O2, PPV)>. Apgars were <0-10> at 1 minute and <0-10> at 5 minutes.

**FAMILY HISTORY:** <free text>.

**SOCIAL HISTORY:** <free text>.

#### BRIEF HOSPITAL COURSE:

In this hospital course, you may wish to delete one or a few of the following paragraphs. An example would be if the baby did not have a sepsis evaluation. Simply ask the transcriptionist to please delete the paragraph regarding sepsis evaluation.

The baby received routine newborn care.

Maternal group B strep was positive. Mother <did or did not> receive appropriate intrapartum antibiotics. <Dictate “The baby received a dose of IM ampicillin”, insert free text, or instruct to have space deleted>. The baby was observed for 36 hours without complications.

The baby had a sepsis evaluation because <reason for evaluation>. After 36 hours, blood cultures were negative. Ampicillin and gentamycin were discontinued, and the baby was discharged to home.

The baby is <breast, bottle, etc.> feeding <with or without> difficulty.

The baby <did or did not> receive the hepatitis B vaccine prior to discharge. The newborn screen was obtained at <less than or greater than> 24 hours of age.

The baby <passed or did not pass> the BAER evaluation.

#### DISCHARGE PHYSICAL EXAMINATION:

Discharge weight: <weight>.

Head circumference: <head circumference> (<percentile for age>%).

Length: <length> (<percentile for age >%).

In general, <free text>.

At this point, you may dictate any corrections to any of the following specific items by indicating the appropriate number to change. An example would be if you wish to change the nasopharynx exam. Simply state to please change number 4 to read “Nasopharynx is slightly pink” (or whatever you would like the change to). When you receive the report back, the transcriptionist will have removed all numerals from the physical exam portion and will have made the exam a complete paragraph.

1. On HEENT exam, anterior fontanelle is open, soft, and level. Note cephalohematoma, caput
2. There is a positive red reflex bilaterally.
3. External ears and canals are normal.
4. Nasopharynx is patent.
5. Oropharynx has moist mucous membranes and is without lesions.
6. Neck is supple, with no lymphadenopathy or masses.
7. Clavicles are intact.
8. Heart has a regular rate and rhythm, without significant murmur. Femoral pulses are palpable and equal bilaterally.
9. Lungs are clear to auscultation, without any increased work of breathing.
10. Abdomen is soft, nontender, without masses or organomegaly. Bowel sounds are present.
11. Normal <male or female> genitalia. (You may add “tests are descended bilaterally” if the patient is a male. Not included in template.) No hernia.
12. Hips are normal on Ortolani, Barlow, and Galeazzi testing.
13. Spine is straight. Normal sacrum.
14. Extremities are warm and dry, without abnormalities. Normal tone, bulk, and strength.

15. Skin has no significant rashes or lesions. There <is or is not> jaundice present to the level of the <to level of where or instruct to delete after present>.

DISCHARGE PLAN/INSTRUCTIONS: Anticipatory guidance for a newborn was reviewed.

FOLLOWUP: Dr. <physician name> in 3-4 days.

DISPOSITION: Baby was discharged to home with parents.

Patient was seen and examined by Dr. <physician name> on the day of discharge.