

## Procedure for sharing antenatal and postnatal information

### Greater Manchester case study

#### The procedure

The process for sharing antenatal information is different to that for sharing postnatal information. Euroking, the electronic information system used by the maternity units, can store antenatal information, together with the consent to share, and send this directly to the receiving local authority in a .csv format. However, a paper-based system is used to store postnatal information because there is no electronic system in place. This system is based on the consent recorded in the 'red book' which is given to all mothers in Greater Manchester following the birth of their child.

Consent to share antenatal information is recorded by the midwife at the booking-in appointment. It is noted on both the paper-based record that is completed by the pregnant woman, and on the electronic hospital system.

A monthly report detailing the pregnant women who have given consent for their information to be shared is sent to the local authority for distribution to the relevant children's centre. The report also covers details of women whose information should no longer be shared.

The reason for no longer sharing some women's information is not included on the report as this is sensitive in nature and goes beyond the needs of the children's centres. To ensure the file contains all information for the month, it is sent to a secure email address (.gcsx or similar) up to 5 weeks after the end of the month.

Consent to share postnatal information is recorded on a self-duplicating form in each mother's red book. This is either done by the community midwife on her postnatal visit or by the health visitor at a later date. The top copy remains in the red book which is kept by the mother and the duplicate is stored locally before being sent to the local authority on a weekly basis using secure transport. Neither the acute trust nor the health visitor retains a copy of the consent form.

The development and operation of this procedure requires the involvement of many people within the NHS, local authority and beyond. A list of those involved in the sharing for Pennine Acute Trust is included below. Other maternity services or local authorities may have different organisational structures and partnerships which may affect the procedure and people needed to implement it.

## The people

NHS	Local authority	Others
Information governance manager	Information governance manager (x5)	Someone with knowledge of both NHS and LA staff structures who could gather the cast together and move the process on
Lead midwife	Children's services information management staff (x5)	
Midwives	Children's centre staff (x5)	Mums and families
Community midwives	Caldicott Guardian (x5)	Change agent / project manager
Health visitors	Senior management support team (x5)	
IT system support staff	Admin staff to handle paper system (x5)	
Caldicott Guardian	Service delivery staff (x5)	
Budget controllers		
Senior management support team		
Child health information system staff		
Admin staff to handle paper system		
Parent Child Health Record Task and Finish Group		