

**CARDIOLOGY CLINIC
STANDARD OPERATING PROCEDURE**


Version Number	<i>Version 1</i>
Date of Issue	<i>January 2022</i>
Reference Number	<i>CCSOP-01-2022-JH-V1</i>
Review Interval	<i>2 yearly</i>
Approved By <i>Name: Fionnuala O'Neill</i> <i>Title: Nurse Practice Development Coordinator</i>	<i>Signature</i> <i>Date: January 2022</i> <i>Fionnuala O'Neill</i>
Authorised By <i>Name: Karen McGuire</i> <i>Title: Director of Nursing</i>	<i>Signature</i> <i>Date: January 2022</i> <i>Karen McGuire</i>
Author/s	<i>Name:</i> <i>Title:</i>
Location of Copies	<i>On Hospital Intranet and locally in department</i>

Document Review History

Review Date	Reviewed By	Signature
<i>2025</i>		


Document Change History

Change to Document	Reason for Change

Children's Health Ireland at Crumlin		 Children's Health Ireland at Crumlin
Document Name: Cardiology Clinic Standard Operating Procedure		
Reference Number: CCSOP-01-2022-JH-V1	Version Number: Version 1	
Date of Issue: January 2022	Page 2 of 5	

CONTENTS

		Page Number
1.0	Cardiology Clinic	3
2.0	Location / Available Rooms	3
3.0	The Team	4
4.0	Management of ICA's	4
5.0	Clinic Setup	4
6.0	Safety Checks	5
7.0	Patient Investigation	5
8.0	Equipment	5
9.0	Clinic Closure	5

Children's Health Ireland at Crumlin		
Document Name: Cardiology Clinic Standard Operating Procedure		
Reference Number: CCSOP-01-2022-JH-V1	Version Number: Version 1	
Date of Issue: January 2022	Page 3 of 5	


1.0 Cardiology Clinic

Cardiology	Consultants	Day	Time	Location	Rooms	Secretary	
New/return patients	Dr Paul Ozlizlok/Adam James	Monday	AM	Med tower 4 th floor	3	Ciara 6613	20
New/return patients/abnormal rhythms	Dr Mark Walsh	Tuesday	PM	Med tower 4 th floor	3	Bairbre 2855	20
New/return patients/Cardiomyopathy	Prof Colin Mc Mahon	Tuesday	AM	Med tower 4 th floor	3	Ruth 2854	20
New/return patients/Teenagers transitioning to adult services	Dr Pierre Bassareo	Thursday	PM	Med tower 4 th floor	3	Claire 6160	20
New/return patients. Patients with family Cardiac history	Dr Terence Prendeville	Monday Wednesday	PM AM	Med tower 4 th floor	3	Declan 6253	
New/return patients. Infants with congenital conditions	Dr Orla Franklin	Wednesday	PM	Med tower 4 th floor	3	Mary 6337	20
New/return patients. Teenagers with congenital conditions	Prof Kevin Walsh	Thursday	AM	Medical tower 4 th floor		Michelle 6083	20
Cardiothoracic surgery	Mr. Johnathon Mc Guinness. Prof Redmond	Wednesday Thursday	AM AM	Medical tower 4 th floor		Louise 6154	
New/return patients	Dr Adam James	Friday	AM	Medical tower 4 th floor		Larise 2625	20
New/return patients	Damien Kenny	Friday	PM	Medical tower 4 th floor	3	Larise 2625	

2.0 Location / Available Rooms

Medical Tower - 4th floor

Rooms available 4, Consultant Room 3

Children's Health Ireland at Crumlin		 Children's Health Ireland at Crumlin
Document Name: Cardiology Clinic Standard Operating Procedure		
Reference Number: CCSOP-01-2022-JH-V1	Version Number: Version 1	
Date of Issue: January 2022	Page 4 of 5	

3.0 The Team

STAFF

CNSp: Helene Murchan Bleep 8834 / Kathleen Crumlish Bleep 8856 (single ventricles)

Fionnuala Gardiner Bleep 8338 / Jackie O'Donoghue Bleep 8340 / Caroline Donaghy Bleep 8337 / Trisha Lawler Bleep 8339 / Caroline Geary Bleep 8832 / Niamh Bleep 8831/ Yvonne Bleep 8833

ECG / ECHO technicians


HCA: Bernie

4.0 Management of ICAs

- Use room 1 if available
- Where possible check ICAs previous day, investigate if the ICA remains active.
- All ICAs will be flagged on IPMs and clinic print out. Ensure in advance of arrival that a room is available, and place a
- Sign on the door. On patient's arrival they should be shown to isolation room.
- If there are large numbers of ICAs, it may be necessary to contact parents and ask them to come for last appointment.
- If there are empty rooms available, please use them to see patients.
- Remove any equipment that will not be used, prior to the patient being reviewed.
- Contact the janitor to complete a discharge clean when the patient leaves the room, discard any single use equipment.
- There is an infection control alert diary for staff to record all ICAs alerts.
- Please log any patients attending with VRE in diary in suite 1 – stating room number

5.0 Clinic Setup

- Ensure computers are turned on and prescription pads out for team.
- High tech. prescription required (locked in press in nurse's station).
- Children have ECG/echo prior to consultation.
- Assess babies in incubator on arrival. Parent/or nurses letter used to check in at desk.
- Use room 1 or stress test/holter room to plug in incubator. Ensure adequate oxygen supply. Attending nurse must stay
- with patient. (Arrange refreshments if required).
- Ascertain weight and observations from accompanying nurse.

Children's Health Ireland at Crumlin		
Document Name: Cardiology Clinic Standard Operating Procedure		
Reference Number: CCSOP-01-2022-JH-V1	Version Number: Version 1	
Date of Issue: January 2022	Page 5 of 5	

6.0 Safety Checks

- Note where emergency trolley and emergency medication is kept and perform checks daily (including d-fib and suction).
- Emergency intubation medication will be brought by the team from ICU when required.
- Check oxygen, BVM's and suction in all rooms.

7.0 Patient Investigation

- Weight
- Height
- Heart rate
- Sats
- BP right arm all patients > 2yrs
- ECG/ECHO

8.0 Equipment

- Weighing scales
- Stadiometer/Rollometer
- Dinamap/sats monitor

9.0 Clinic Closure

- Ensure all patients have been reviewed, discharged, and left the clinic.
- Instructions re; future appointments to be given to receptionists at check-in desk.
- Stamp all DNAs charts, for consultant review and plan.
- Charts and DNA's return to check-in desk.
- Return all prescription pads to locked press in nurse's check-in room.
- Charts and DNA's go into trolley for secretary to collect.

Copyright and Disclaimer @2022. Children's Health Ireland at Crumlin, Dublin 12. All rights reserved. No part of this publication may be reproduced, stored in a retrieval system or transmitted in any form or by any means without the prior written permission of the copyright holder. Every effort has been made to ensure that the information provided is accurate and in accord with standards accepted at the time of printing.