



Lancashire Teaching Hospitals
NHS Foundation Trust

LANCASHIRE TEACHING HOSPITALS

MATERNITY B

HANDBOOK FOR STUDENT MIDWIVES



V1 April 2025

TABLE OF CONTENTS

- 2** WELCOME
- 3** WHAT TO EXPECT
- 4** WARD ROUTINE
- 5** OUR TEAM
- 6** IMPORTANT NUMBERS
- 7** GUIDELINES AND
POLICIES
- 8** INDUCTION
CHECKLIST

To Maternity B

We are very happy to welcome you to Maternity B. We hope to make your time here as enjoyable and informative as we possibly can and all our staff are ready and willing to help with anything you may need.

Maternity B is the postnatal ward and our main job is to look after new parents and babies before they are discharged to community care. We also care for the parents of babies who have had to be transferred to the neonatal unit and the occasional postnatal readmission.

Midwives work collaboratively with the neonatal team to provide a Transitional Care Unit within the ward environment which enables Mothers and babies to remain together even when they need more specialist care. We have a neonatal nurse on every shift who will provide this care to the babies whilst encouraging the parents to take an active role also.

The ward consists of 7 four bedded bays and 3 side rooms with ensembles. This means we are able to care for a total of 31 families. We also have a nursery where the neonatal doctors may perform the NIPE (Newborn and Infant Physical Exam) check and other procedures.

Maternity B is run by various members of our multidisciplinary team. These include, midwives, maternity support workers, healthcare assistants, nurses, doctors, ward clerks, housekeepers, domestics, kitchen staff, students and many more... Every member of the team is highly valued and are an essential part of helping to keep the ward running effectively.

What to Expect

When you first arrive on the ward

Buzz to get in through Maternity A and follow the corridor round to Maternity B. You will be shown where to get changed, put your bags and where handover takes place. Handover normally takes around half an hour and then the shift leader will allocate you a caseload or someone to work with.

Tasks you will be involved in

- Postnatal Mum and baby checks.
- Perform and interpret observations.
- Administration of various medications.
- Caring for women booked for elective caesarean section. We have elective lists most weekdays and emergencies 24/7. We have guidelines we follow including a strict observation schedule.
- Removing cannula and catheters.
- Providing support and advice to new parents.
- Providing breastfeeding support.
- Providing bottlefeeding support.
- Caring for high risk babies for example premature or suspected sepsis.
- Taking bloods from Mums and babies and interpreting results.
- Performing discharges - giving information, supplying meds and completing paperwork.
- Documenting all actions on Badgernet -our paperless system.
- Working with all members of the multidisciplinary team.
- Assisting with the running of the ward, ie changing beds, helping with dinners, refreshments etc
- CLiP Coaching

Ward Routine

WHAT WILL HAPPEN DURING YOUR SHIFT

	THROUGHOUT THE DAY	
07:30	Handover from night staff to day staff. This will happen in the staff room for midwives and students while the support staff have a separate handover in the nursery. You will at this point be allocated a caseload from the shift leader	<ul style="list-style-type: none"> • Midwife Mum and baby checks. A postnatal check will be performed at some point in the day on each Mum and baby.
09:15	Safety huddle. The midwife in charge will attend the huddle via teams where the whole unit come together to assess unit activity, staffing and other safety concerns such as enhanced support.	<ul style="list-style-type: none"> • Medications. There is currently not a specific medicine round on the ward so it is important to keep track of what medications are due and when for your caseload.
11:00	Baby IV antibiotics. The shift leader together with the transitional care nurse will administer any IV antibiotics. The next round will be at 23:00 pm.	<ul style="list-style-type: none"> • Observations. There are two boards next to the midwife station with times of Mum and baby (NOTTs) observations on. It is important to keep up to date with these. Maternity support workers can help with Mums obs and the nursery nurse can help with babies.
12:15	Meal time. The kitchen staff will bring the food trolley. Through the morning the support staff will take food orders from the patients and then take their food to them individually. If you are free you can assist them with this.	<ul style="list-style-type: none"> • NIPE checks (Newborn and Infant Physical Examination). There is a list in the nursery of which babies are due that day. The checks can be performed by the neonatal doctor if high risk and a midwife if low risk.
12:30	Late staff arrive. There will be a crossover of staff if some are on lates and earlies rather than long days.	<ul style="list-style-type: none"> • Ward round. An SHO is allocated to Maternity B on weekdays for the morning. This is to review high risk patients, make plans and transfer to midwifery care (TTMC). They will also order medications to take home (TTOs) via quadramed.
15:30	Early staff leave. There will be a handover at some point from the early to the late staff.	<ul style="list-style-type: none"> • Feeding support. Breast and bottle feeding support. Families and Babies peer support workers can attend the ward to assist with breastfeeding.
17:15	Meal time.	<ul style="list-style-type: none"> • Discharges. There are many elements to a discharge and a successful timely discharge depends on support from all members of the multidisciplinary team.
20:00	Handover from day staff to night staff.	

Our Team

How to recognise members of the multidisciplinary team



**HELEN
ARMSTRONG**
Ward Manager
01772524337



MIDWIVES
Blue and red uniform



**MATERNITY SUPPORT
WORKERS /
HEALTHCARE
ASSISTANTS**
Light green uniform



DOCTORS
May wear blue or grey
scrubs



CONSULTANTS
Green Scrubs



NURSERY NURSE
Green Uniform



HOUSEKEEPER
Red uniform



WARD CLERK
Printed Blouse



DOMESTICS
Purple uniform

Important Numbers

To Bleep: 66 -> number you want -> your number

4000

On call Obstetric SHO

4001

On call Obstetric Registrar

2939

On call Neonatal SHO

6667

On call Neonatal Registrar

52-4830

Ward number

52-4337

Helen Armstrong's office

2222

Emergency bleep - clearly state your location and the nature of the emergency

'Obstetric / Neonatal Emergency ---- Maternity B ---- Bay 10 '

Guidelines and Policies

PLEASE ENSURE YOU FAMILIARISE YOURSELF WITH RELEVANT POLICIES AND GUIDELINES - THESE CAN BE ACCESSED VIA THE INTRANET ON HERITAGE

The most relevant guidelines to look for are:

- [Postnatal care](#)
- [Postnatal bladder care](#)
- [Readmission of mothers and babies](#)
- [Maternity early warning score and detection of the severely ill woman](#)
- [VTE prevention - maternity](#)
- [Perinatal mental health](#)
- [Infant feeding policy and guidelines](#)
- [Anaemia - maternity](#)
- [Examination of the newborn](#)
- [Newborn bloodspot sampling](#)
- [Newborn observation track and trigger system](#)
- [Newborn transitional care](#)
- [Jaundice - TCB](#)
- [Management of neonatal jaundice including prolonged jaundice](#)

This list is not exhaustive and time should be spent familiarising yourself with all guidelines

Induction Checklist

Please ensure you are familiar with the location and procedure for the following in your first week on Maternity B. Ask a member of staff to go through it all with you:

- | | |
|--|--|
| <input type="checkbox"/> Orientation to Maty B | <input type="checkbox"/> Call Buzzer |
| <input type="checkbox"/> Emergency Obstetric Trolley | <input type="checkbox"/> Emergency Buzzer |
| <input type="checkbox"/> Adult Resuscitation Trolley | <input type="checkbox"/> Emergency Call "2222" |
| <input type="checkbox"/> Adult Defibrillator | <input type="checkbox"/> Transfer Procedure |
| <input type="checkbox"/> Hypoglycemia box | <input type="checkbox"/> Daily Checks |
| <input type="checkbox"/> Tom Thumb | <input type="checkbox"/> Baby Security and Tagging |
| <input type="checkbox"/> Drug Cupboards and Drug Fridge. | <input type="checkbox"/> Breastmilk fridge and freezer |
| <input type="checkbox"/> Fire- alarms and extinguisher | |

MATERNITY B
SHAROE GREEN UNIT
ROYAL PRESTON HOSPITAL
SHAROE GREEN LANE
PRESTON
PR2 9HT
01772 524830

**WE LOOK FORWARD TO SEEING
YOU SOON**