

To: All medical staff
From: Matt Sabin, Group Director Medical Services and Clinical Governance
Date: Monday, 26th June 2023
Subject: Cabrini Consent Forms Update 2 – Further information

Dear Medical Staff,

Following on from the first communication sent last week, please now find below information regarding the ordering, completion and submission of Cabrini's two new consent forms:

1. **'Consent to Procedure or Surgical Treatment'** (MR002DS) – for all invasive or high-risk procedures and surgeries.
2. **'Consent to Medical Treatment and/or Blood Product Administration'** (MR002DM) – for invasive or high-risk medical treatments, such as chemotherapy, blood transfusions, or iron infusions.

Digital PDF copies of these forms are attached here and available via the Cabrini Doctor Portal (www.cabrini.com.au/doctor-portal) and the Cabrini Intranet. To request printed copies of these forms for your clinic, please contact Patient Services at patientservices@cabrini.com.au.

Completed Cabrini consent forms can come to Cabrini by **any of the following means**. We encourage forms to be sent in via email ahead of time where possible, along with the admission/booking request.

1. Brought in by the patient on admission and filed in the patient's medical record (as per current practice).
2. Brought or sent in by the treating Medical Practitioner on the day of procedure/treatment and filed in the patient's medical record (as per current practice).
3. Completed on-site and filed in the patient's medical record.
4. For **Malvern Surgical patients** (all floors), email theatrebookings@cabrini.com.au as a separate PDF file to the admission/booking request.
5. For **Brighton Surgical patients**, email bribookings@cabrini.com.au as a separate PDF file to the admission/booking request.
6. For **Maternity patients**, email to caesareanbookings@cabrini.com.au as a separate PDF file to the admission/booking request.

A separate communication will be sent regarding the pathway for **Day Infusion patients**.

It is an accreditation requirement that the patient must have a completed consent form signed by the treating Medical Practitioner and the patient (or parent/guardian/person responsible) before treatment commences and/or before administering any anaesthetic/sedation.

For surgical and procedural patients, the Cabrini consent form needs to be completed before the patient leaves the holding bay and enters the Operating Theatre/Endoscopy Room/Cardiac Cath Lab.

Please note that the ‘Acknowledgement of Consent to Treatment’ forms (MR002D) will not be accepted from the 3rd of July, 2023. Any patients who have already completed this form or another form of consent will need a signed Cabrini consent form completed, but the ‘risks’ section in Part A of the new form can simply reference previous consent, e.g. “as per consent in rooms dated xx/xx/xxxx”.

The ‘Consent to Medical Treatment and/or Blood Product Administration’ (MR002DM) will also replace the ‘Consent for The Transfusion of Blood or Blood Products for Non-Procedural Patients’ form (MR002C) from 3rd July 2023. Existing ‘Consent for The Transfusion of Blood or Blood Products for Non-Procedural Patients’ forms (MR002C) will be accepted until the 1st of September 2023, but any new consent for blood or blood products should be documented on the new ‘Consent to Medical Treatment and/or Blood Product Administration’ form (MR002DM) from 3rd of July 2023.

Feedback on the forms can be provided by emailing consent@cabrini.com.au (please note that feedback will be used in aggregate, and individual responses may not be provided).

We appreciate your understanding as we implement these significant changes to the consent process in line with the National Safety and Quality Health Service Standards.

Kind regards,

Prof. Matt Sabin

Group Director, Medical Services and Clinical Governance