

External

7. SERVICENAME: NEONATAL INTENSIVE CARE UNIT

Description of the Service: The Neonatal Intensive Care Unit (NICU) is a specialized hospital unit that provides intensive medical care for newborn infants who are premature, critically ill, or require specialized treatment immediately after birth.

Office or Division:	Neonatal Intensive Care Unit
Classification:	Complex Transaction
Type of Transaction:	G2C - Government to Citizen
Who may avail:	NICU services are available for newborn babies who are premature, critically ill, or require specialized medical care immediately after birth to ensure their survival and healthy development.

CHECKLIST OF REQUIREMENTS	WHERE TO SECURE
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<ol style="list-style-type: none"> 1. Physician's referral/ Admission Order 2. Baby' Medical Records or Initial Assessment 3. Mother's Prenatal Records 4. Live Birth Record/ Certificate of Live Birth 	<ol style="list-style-type: none"> 1. Attending Pediatrician or Neonatologist 2. Delivery Room/ Pediatric Department 3. Obstetrician- Gynecologist or Maternity Clinic 4. Hospital Delivery Room/ Records Section
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CLIENT STEPS	AGENCY ACTION	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
<ol style="list-style-type: none"> 1. Admission of Newborn to NICU 	Receive newborn endorsed by pediatrician. Verify admission order, prepare NICU incubator, bassinette or warmer, attach	NONE	10-20 mins depending on newborn condition	NICU Staff Nurse/ Pediatrician/ Neonatologist

	monitoring devices, and initiate neonatal intensive care			
2. Continuous monitoring and neonatal care	Monitor vital signs, oxygen saturation, temperature, and feeding status. Provide medications, oxygen therapy, and infection control measures. Document and report significant findings to the physician.	NONE	Continuous monitoring	NICU Staff Nurse
3. Trans-out a. Transfer b. Discharge c. Expired Neonate	Assess newborn for transfer to regular nursery, pediatric ward, or other another facility as ordered by the physician. Prepare records and endorse to receiving unit. In case of expired neonate, perform post-mortem care and coordinate	NONE	20-30 mins depending on completion of documents	NICU Staff Nurse

	documentation and release according to hospital policy.			
TOTAL		None	7 hrs. and 30 mins	