Dear Colleague

REVIEW OF THE NEONATAL GUIDELINES 2011-13

As part of a project to review the effectiveness of the Neonatal Guidelines, we would like to know your views of them. It is noted that the guidelines are advisory not mandatory.

Would you please spare the time to complete this questionnaire? Your responses will be combined with those of other users and presented to the Network Guidelines Group. The results will then be used to highlight areas the network can improve on in the future. The information that you provide will be treated confidentially and you will not be personally identified.


Completed questionnaires can either be e-mailed (if completed electronically) to sarah.carnwell@nhs.net

Completed hard copy questionnaires can either be returned to the Guidelines Lead in your unit:
Shrewsbury and Telford Hospitals NHS Trust Dr Wendy Tyley
University Hospital of North Staffordshire NHS Trust Dr Kate Palmer
Mid Staffordshire General Hospital NHS Trust Dr Kishor Tewary
Dudley Group of Hospitals NHS Trust Dr Subramanian Mahadevan
Royal Wolverhampton Hospitals NHS Trust Dr Babu Kumararatne
Walsall Hospitals NHS Trust Dr Bashir Muhammad

or returned in the post to:
Staffordshire, Shropshire and Black Country Newborn Network, University Hospital of North Staffordshire, 1st Floor Admin Area, Maternity Centre, Newcastle Road, Stoke on Trent, ST4 6QG.

The deadline for the return of completed questionnaires is the 31st July 2012. Thank you for your assistance.

Yours faithfully

Ruth Moore
Network Manager/ Lead Nurse

Enc
Please complete the questionnaire by placing a cross in the box that most closely represents your answer.

1. What is your role?
   - [ ] Consultant
   - [ ] Specialist Registrar
   - [ ] SHO
   - [ ] ANNP
   - [ ] Nurse
   - [ ] Other (please state) _______________________

2. Where do you work?
   - [ ] University Hospital of North Staffordshire
   - [ ] Mid Staffordshire General Hospital
   - [ ] Shrewsbury and Telford Hospitals
   - [ ] Royal Wolverhampton Hospital
   - [ ] Walsall Manor Hospital
   - [ ] Dudley Group of Hospitals
   - [ ] Unit outside of the Staffs, Shrops and Black Country (SSBC) Network
   - [ ] Other (Please state): ____________________

3. Are you aware of the Neonatal Guidelines 2011-13?
   - [ ] Yes
   - [ ] No
   **If no, please stop here and return the questionnaire.**

4. Where have you seen a copy of the Neonatal Guidelines 2011-13? **(Please cross all that apply)**
   - [ ] A5 pocket book
   - [ ] Own copy
   - [ ] Copy on internet/intranet
   - [ ] Other (Please state): _______________________________

5. Have you seen a copy of the 2011-13 A4 folder in the clinical area? **Yes** **No**
   **If no, please go to Question 6.
   (a) If you have seen a copy of the 2011-13 A4 folder in the clinical area, how often do you refer to the supporting information?
   - [ ] Daily
   - [ ] Once a week
   - [ ] Once a month
   - [ ] Never
   - [ ] Other (Please state): _______________________________

6. Did you see a copy of the previous 2009-11 guidelines? **Yes** **No**
   **If no, please go to question 7.
   (a) Are the 2011-13 guidelines an improvement on the 2009-11 guidelines? **Yes** **No**
   Comments_________________________________________________________________________

7. Do you have your own copy of the guidelines? **Yes** **No**
   **If no, please go to question 8.
   (a) Which version of the guidelines do you have? 2005  2007  2009  2011
   Please cross all that apply.
   (b) Where did you obtain a copy of the guidelines from?
   ____________________________________________________________________________
   (c) If you started after December 2011, how soon after you started did you receive a copy?
   - [ ] On my first day
   - [ ] Within my first week
   - [ ] After my first week
   - [ ] N/A started before December 2011
   (d) When at work, do you keep your copy of the guidelines with you?
   - [ ] Yes, all the time
   - [ ] Yes, some of the time
   - [ ] No, never
   - [ ] Do not have own copy

8. How often do you refer to the 2011 guidelines and in which format?
   - A5 pocket book
     - [ ] Daily
     - [ ] Once a week
     - [ ] Once a month
     - [ ] Never
   - A4 folder in clinical area
     - [ ] Daily
     - [ ] Once a week
     - [ ] Once a month
     - [ ] Never
   - Copy on intranet
     - [ ] Daily
     - [ ] Once a week
     - [ ] Once a month
     - [ ] Never
9. How easy / difficult do you find the 2011 guidelines to use?
   [ ] Very easy  [ ] Easy  [ ] Difficult  [ ] Very difficult

10. How easy / difficult do you find the index to use to find the information you require in the 2011 guidelines?
    [ ] Very easy  [ ] Easy  [ ] Difficult  [ ] Very difficult

11. What do you think about the quantity of information in the 2011 guidelines?
    [ ] Too detailed  [ ] Right amount of detail  [ ] Not enough detail

12. How easy / difficult to follow do you find the text in the 2011 guidelines?
    [ ] Very easy  [ ] Easy  [ ] Difficult  [ ] Very difficult

13. How clear / easy to follow do you find the diagrams in the guidelines?
    [ ] Very easy  [ ] Easy  [ ] Difficult  [ ] Very difficult

14. Have you found any errata, inaccuracies or inconsistencies in the 2011 guidelines?
    [ ] Yes  [ ] No
    If Yes please give details: __________________________________________________
    __________________________________________________________________________

15. Which format would you prefer the guidelines to be available in?
    [ ] A5 pocket book  [ ] A4 folder in clinical area  [ ] Copy on intranet  [ ] All formats
    Other format (please state) ______________________________________________________

16. What additional topics would you like included in the next edition of the guidelines?
    __________________________________________________________________________
    __________________________________________________________________________

17. Would you be interested in reviewing existing guidelines and/or writing new guidelines for future editions?
    [ ] Yes  [ ] No  If yes, please provide your contact details below:

    Name: ___________________________________________________________________
    Email address: _____________________________________________________________

If you would like to make additional comments, please use the space below:
_______________________________________________________________________

Thank you for taking the time to complete this questionnaire. Please tear out and return:
To the lead on your unit:
Shrewsbury and Telford Hospitals NHS Trust  
  Dr Wendy Tyler
University Hospital of North Staffordshire NHS Trust  
  Dr Kate Palmer
Mid Staffordshire NHS Foundation Trust  
  Dr Kishor Tewary
Dudley Group of Hospitals NHS Trust  
  Dr Subramanian Mahadevan
Royal Wolverhampton Hospitals NHS Trust  
  Dr Babu Kumararatne
Walsall Healthcare NHS Foundation Trust  
  Dr Bashir Muhammad

Or by post to the: Staffordshire, Shropshire & Black Country Newborn and Maternity Network
University Hospital of North Staffordshire
1st Floor Admin Area, Maternity Centre
Newcastle Road
Stoke on Trent
ST4 6QG

Or if completing electronically from the website: http://www.networks.nhs.uk/nhs-networks/staffordshire-shropshire-and-black-country-newborn/neonatal-guidelines, e-mail to: sarah.carnwell@nhs.net

The closing date for receipt of completed questionnaires is the 31st July 2012