

Maternity Hospital Admission Process

This page outlines the standard Fydo workflow for:

- Admitting **maternity patients**
- **Registering newborns**
- Entering **Hospital in the Home (HITH)** details where applicable

This ensures patient records, episodes, and downstream integrations (billing, reporting, data extracts) are accurate.

Maternity Patient Admission

1. Navigate to **Appointment** → **Right-Click Menu** → **Make an Appointment**
2. Select the appropriate **Patient Category & Accom Type**

Back to Appointments / Edit Appointment

PIG, Mummy

MRN 239
File No -
DOB 15/03/1990 (35)
Sex Female
Mobile 0400 000 000
Medicare -
Veterans -

Allergies

Alert

Notes

Document Alert

Booking Details

Location Shaes Private Hospital

Theatre/List Theatre 3 Roster Select Roster

Dr/Surgeon SAYS, Dr Simon

Surgical Assistant

Other Surgical Assistant

Anaesthetist

Anaesthetic (Primary) General Anaesthetic

Appointment Date 06/03/2026 Time 08:00 AM Adm # 1257

Appointment Type Special Make Recurring Mins 30

Procedure Notes Baby Delivery

Other Notes

OEC Received OEC Checked Pre-Admission Contacted IFC Created
 Checklist IFC Signed Admission Form Received Chart Ready Consent Received
 Post-Discharge Contacted Documents Scanned

Patient Category Inpatient Start at Day 1 Discharge 7 13/03/2026

Accom Type Accom - Obstetrics Room Type Private

Provisional DRG Program Status Start Select Episode

Bed Notes

3. Once the mother needs to be **Admitted**, this can be done in the usual matter:

- Care type = Acute
- Other details same as overnight Acute
- HITH Start Date - if patient is going to receive **Hospital In The Home** care during the episode, HITH start date can be entered after patient is admitted.

APPOINTMENTS > ADMISSION Total: \$0.00 Save Cancel

MRN 239 - [P.G. Mummy](#) DOB 15/03/1990 (35) Sex Female FileNo Fund AHM Location Shaes Private Hospital (QLD)

Admission No. 1257 EpiNo. 1 Admission Date/Time 06/03/2026 13:00 Discharge Date/Time 13/03/2026 16:00 Dr/Surgeon SAYS,Simon Speciality IVF Anaesthetist

Procedure Notes Baby Delivery Other Notes

HCP and PHDB Data	State Specific Data
Admission Date: 06/03/2026 <input type="text"/>	Care Type: Acute <input type="text"/>
Re-Admission: Not Applicable <input type="text"/>	Source of Referral: Private Med Practitioner (excl psychiatrist) <input type="text"/>
Source of Referral: By Other Medical Practitioner <input type="text"/>	Planned Same Day: No <input type="text"/>
Transferred From: <input type="text"/>	Insurance Status: Hospital insurance <input type="text"/>
Discharge Intent: Discharge to Usual Residence <input type="text"/>	Contract Type: <input type="text"/>
Urgency of Admission: Planned <input type="text"/>	Contract Role: <input type="text"/>
Service Category: Acute Care <input type="text"/>	Elective Patient Status: Elective Admission <input type="text"/>
Same Day Status: Overnight patient (other than type 0 above) <input type="text"/>	Usual Accommodation: <input type="text"/>
Payer Identifier: Insured with no agreement with hospital <input type="text"/>	Pension Status: <input type="text"/>
Mental Health Legal Sts: Not reported/unknown <input type="text"/>	1 st Adm for P.A.: <input type="text"/>
IHCP: Not inter-hospital contracted <input type="text"/>	Referral to Further Care: <input type="text"/>
Adm Weight: 0 (g) <input type="text"/>	Prev. Spec. Non-Admitted P.A.: <input type="text"/>
Ambulance No.: <input type="text"/>	
HITH Start Date: 11/03/2026 <input type="text"/>	

Save Cancel

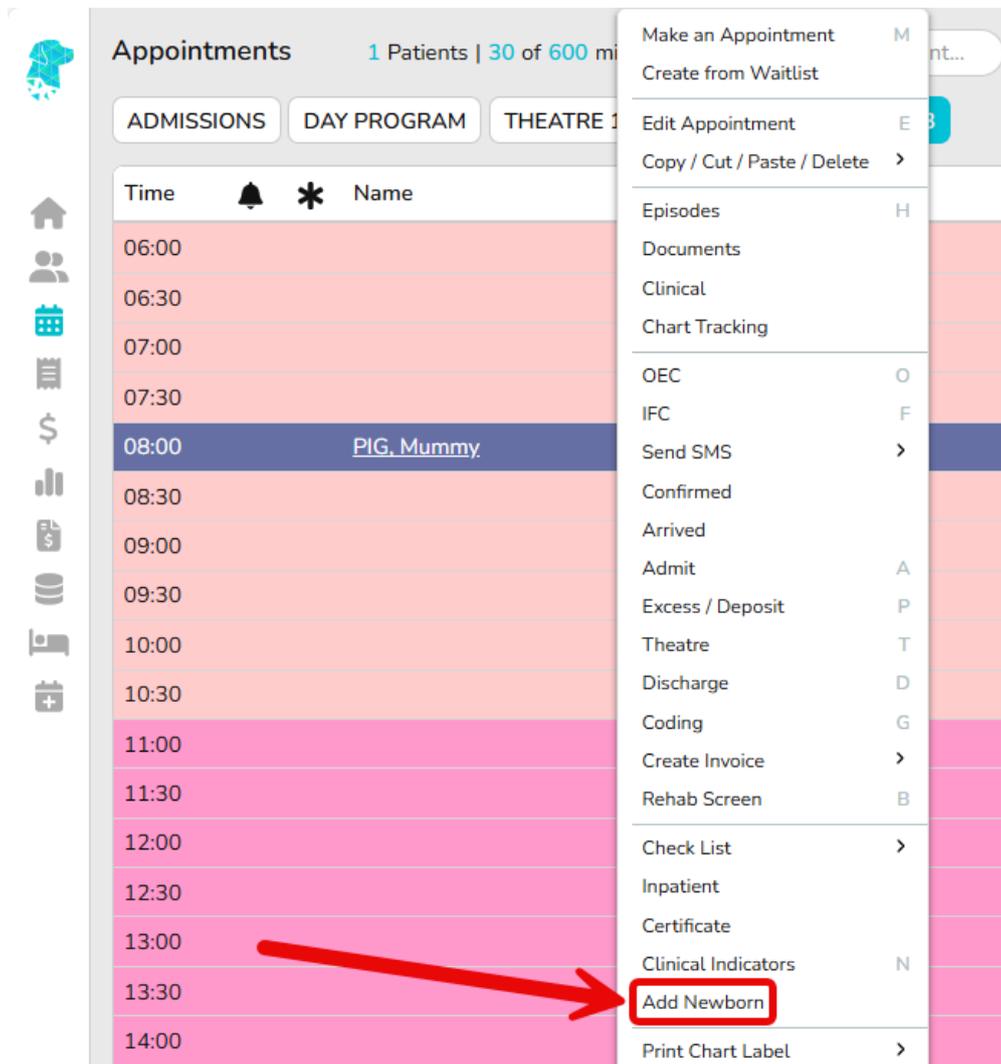
4. Allocate a Bed to the mother - **Appointment** → **Right-Click Menu** → **Inpatient** → **Bed History**

Registering Newborns

Newborns must be registered as **separate patient records** and linked to the mother.

Step 1: Create Newborn Patient Record and admission

1. From the mother's appointment, **Right Click** > **add Newborn** (or create a new patient manually)



2. Enter newborn details:

- Temporary name (*e.g. Baby of Jane Smith which can be updated later once the legal name is confirmed*)
- Date and time of birth
- Gender
- Most of the details will be inherited from Mother, for example address, GP, Fund etc.
- NOK/Emergency Contact relationship must be reviewed and updated as FYDO blank fills the relationship after copying Mother's details

3. After the newborn patient details are saved, FYDO will prompt the newborn admission screen. Enter all newborn admission details.

□Currently only QLD facilities will have below highlighted fields pre-populated for newborn admissions; other state will need to manually assign the relevant values.

APPOINTMENTS > ADMISSION Total: \$0.00 Save Cancel

MRN 240 - [PIG, Peppa](#) DOB 07/03/2026 (0) Sex Female File No Fund AHM Location Shaes Private Hospital (QLD)

Admission No. 1258 EpiNo. 1 Admission Date/Time 09/03/2026 18:05 Discharge Date/Time 14/03/2026 16:00 Dr/Surgeon SAYS, Simon Speciality IVF Anaesthetist

Procedure Notes Other Notes

HCP and PHDB Data **State Specific Data**

Admission Date: 09/03/2026 Admission Time: 18:05

Re-Admission: Not Applicable

Source of Referral: **Born in Hospital**

Transferred From: Discharge Intent: Discharge to Usual Residence

Urgency of Admission: **Planned**

Service Category: **Newborn Care**

Same Day Status: Overnight patient (other than type 0 above)

Payer Identifier: Insured with no agreement with hospital

Mental Health Legal Sts: Not reported/unknown

IHCP: Not inter-hospital contracted

Adm Weight: **3350 (g)** Ambulance No. Manually enter

HITH Start Date: Same as mother

State Specific Data

Care Type: **Newborn**

Source of Referral: **Born in hospital**

Planned Same Day: No

Insurance Status: **Hospital insurance**

Contract Type: Contract Role: Elective Patient Status: **Elective Admission**

Usual Accommodation: Pension Status: 1st Adm for P.A.: Referral to Further Care: Prev. Spec. Non-Admitted P.A.:

Save Cancel

Step 2: Link Newborn to Mother

1. This will be linked automatically if baby is registered using the **Add Newborn** option

From Baby's record, Mother name is listed and hyperlink to mother's patient details page:

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[Patient Details](#) [Appointments](#) [Recalls](#) [Accounts](#) [Episodes](#) [Communication](#) [Chart Tracking](#) [Documents](#) [Clinic](#)

 **Peppa PIG**

Patient ID: 240
Sex: Female
Age: 0
Language: English
Pending: 0.00
Mother: [PIG, Mummy](#)

*** Allergies**

Alert

Patient Details

Title: Miss Pronouns: File Number: External ID:

First Name: **Peppa** Middle Name:

Last Name: **PIG** Previous Name:

Preferred Name: Date of Birth: 07/03/2026 DOB Estimate:

Sex: Female Gender: Woman, or girl, or female

Address: 14 Acorn Grove Suburb: PEPPERMINT GROVE BEACH State: WA Postcode: 6271

Mobile: SMS Opt Out: Home: Work:

Email:

From Mother's record, child/ren's details are also listed:

239 - PIG, Mummy (15/03/1990 -)

[Patient Details](#) [Appointments](#) [R](#)



Mummy PIG

Patient ID 239

Sex Female

Age 35

Language English

Pending 0.00

* Allergies

Alert

Notes

Document Alert

Newborns

[240](#) 07/03/2026 Girl

Discharge Mother and Newborns

Always Discharge from the Mothers Episode

1. Appointments Screen → select Mothers episode → Right-Click Menu → Discharge

□ If HITH start date is entered on admission screen, HITH end date will auto default to Discharge date, can be updated if needed

APPOINTMENTS > DISCHARGE

MRN 239 - [PIG, Mummy](#) DOB 15/03/1990 (35) Sex Female

Admission No. 1257 EpiNo. 1 Admission Date/Time 06/03/2026 13:00 Discharge

Procedure Notes Baby Delivery

Discharge Details

Discharge Date: 13/03/2026 Discharge Time: 16:00

HCP and PHDB data

Mode Of Separation: Other (includes discharge to usual residence)

Transferred To: [Empty]

Transfer Out Code: Unknown

Visit to Theatre: No Unplanned Visit to Theatre

Palliative Care: Palliative Care Not required

Days in Palliative Care: 0

Was Patient Involuntary at anytime?: No Involuntary Days: 0

Days in ICU: 0 Hrs in ICU: 0

Number HITH Visits: 0 Hrs on Mechanical Vent: 0

HITH End Date: 13/03/2026

Decease Date: [Empty] Time: [Empty] Autopsy:

Cause of Death: [Empty]

2. FYDO will prompt a screen to also discharge the baby

APPOINTMENTS > DISCHARGE

MRN 239 - [PIG, Mummy](#) DOB 15/03/1990 (35) Sex Female FileNo Fund AHM Location Shree Private Hospital (QLD)

Admission No. 1257 EpiNo. 1 Admission Date/Time 06/03/2026 13:00 Discharge Date/Time - Dr/Surgeon SAYS,Simon Speciality IVF Anaesthetist

Procedure Notes Baby Delivery Other Notes

Discharge Details

Discharge Date: 14/03/2026 Discharge Time: 16:00

HCP and PHDB data

Mode Of Separation: Other (includes discharge to usual residence)

Transferred To: [Empty]

Transfer Out Code: Unknown

Visit to Theatre: No Unplanned Visit to Theatre

Palliative Care: Palliative Care Not required

Days in Palliative Care: [Empty]

Was Patient Involuntary at anytime?: No Involuntary Days: [Empty]

Days in ICU: [Empty] Hrs in ICU: [Empty]

Number HITH Visits: [Empty] Hrs on Mechanical Vent: [Empty]

HITH End Date: 14/03/2026

Decease Date: [Empty] Time: [Empty] Autopsy:

Cause of Death: [Empty]

New Born X

Would you like to also discharge the newborn?

- PIG, Peppa | 07/03/2026 | Girl

Total \$0.00