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10 Top Tips for using the GOLD patient care register

Emily Gibbs, Macmillan GP London

1 Web address available on all computer desk tops.

<https://nww.awv.southwark.nhs.uk/EOLCr>

This is a secure intranet address and can only be accessed from an N3 connected computer. It is not easy to remember so having it readily available for all clinicians will help.

2 Nominate lead clinician and administration support in the practice.

Regular access of the register keeps accounts and password details active. If the leads log in weekly to their register account, access will be kept current. When details need to be updated or new records created this will be easy to access.

3 Referring to specialist palliative care

If someone is already on the GOLD patient care register then include this information on the referral.

4 Informed by specialist palliative care or community nursing

When a patient record has been created, access this record and add any further information known by your practice.

5 Patient consent

Verbal consent or a best interest decision is needed to create a record. Written consent is no longer needed. Leave an information leaflet so the patient and relatives are aware of the GOLD register.

6 Record quality

Check that key clinical information is available for each record; diagnosis and dates, current treatment, medications and end of life wishes. Most recent information should be entered in the top of the free text box with date and clinician clearly recorded.

www.endoflifecareforadults.nhs.uk/publications/record-keeping-guidance

7 Out of Hours

When a patient is added to the register, by the practice or community/ specialist team, the GP must notify SELDOC by creating a 'special note' for the patient informing SELDOC that the patient is on the GOLD register.

8 End of Life

All patients wishing to die at home and identified for the Liverpool Care Pathway must have a GOLD patient entry, DNAR CPR details and emergency drugs. When the patient dies, the record should be updated with the date and place of death and then marked "hidden".

9 Gold Standards Framework

Use the GOLD patient register in the meetings with community nurses and palliative care so review and update can be made for each record.

10 Account or password details

If expired they can be reset by an email from the individual NHS mail account to the designated ICT service desk. This takes 48 hours to process so if your account is regularly accessed it will be easier to add updated information in a timely way.

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