Specialist Clinic Referral Guidelines
PAEDIATRICS

Please fax your referral to 9076 1252. The Alfred Outpatient Referral Form is available to print and fax. Where appropriate and available, the referral may be directed to an alternative specialist clinic or service.

The clinical information provided in your referral will determine the triage category. The triage category will affect the timeframe in which the patient is offered an appointment. You will be notified when your referral is received. Your referral may be declined if it does not contain essential information required for triage, or if the condition is not appropriate for referral to a public hospital, or is a condition not routinely seen at Alfred Health.

The following conditions are not routinely seen in the Sandringham Paediatric Specialist Clinic:
- Patients who are being treated for the same condition at another Victorian public hospital

Please include in your referral:

<table>
<thead>
<tr>
<th>Demographic details:</th>
<th>Clinical information:</th>
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<tbody>
<tr>
<td>• Date of birth</td>
<td>• Reason for referral</td>
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<tr>
<td>• Patient’s contact details including mobile phone number</td>
<td>• Duration of symptoms</td>
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<tr>
<td>• Referring GP details</td>
<td>• Relevant pathology and imaging reports</td>
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<tr>
<td>• If an interpreter is required</td>
<td>• Audiology report if available</td>
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<tr>
<td>• Medicare number</td>
<td>• Past medical history</td>
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<td>• Current medications</td>
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Some clinics offer an MBS-billed service. There is no out of pocket expense to the patient. MBS-billed services require a current referral to a named specialist – please provide your patient with a 12 month referral addressed to the specialist of your choice. Please note that your patient may be seen by another specialist in that clinic in order to expedite his or her treatment. The times to assessment may vary depending on size and staffing of the hospital department.

If you would like an update on the progress of a referral or make amendments, please contact Sandringham Specialist Clinics on 9076 1288.

If an urgent appointment is required, please contact the Paediatric Registrar on call via Switchboard on 9076 1000 and we will endeavour to accommodate the request depending on appointment availability. Please consider if referral to the Emergency Department is warranted instead.
Paediatric Specialist Clinic at Sandringham Hospital

Service description

The Paediatric Specialist Clinic at Sandringham Hospital is staffed by general paediatricians.

Conditions seen include:
- General paediatric follow up of premature infants
- General medical follow up of chronic paediatric illnesses including coordination of specialist care
- Assessment and management of behavioural and developmental problems including suspected autism or ADHD. Please include a formal audiology report if available to expedite management.

The service does not provide assessment of:
- Paediatric surgical conditions
- Conditions requiring specific paediatric allied health services

Investigations:
- Please include relevant investigation results if available including audiology results in your referral to expedite timely management of your patient’s condition.

Additional information:
Please include the essential demographic details and clinical information in the referral. Where appropriate and available, the referral may be directed to an alternative specialist clinic or service.

Direct to Emergency Department:
- Any acute illness or concerns regarding observational parameters.

Contact the Paediatric registrar via switchboard 9076 1000 to discuss urgent assessment for:
- Failure to thrive (decrease of more than two major centiles)
- Enlarging head circumference (increase of more than two major centiles)
- Concerns in young infants, particularly under 3 months of age.
Resources

Royal Children’s Hospital Melbourne
Monash Children’s Hospital
Royal Children’s Hospital Melbourne – Centre for Community Child Health
Eating Disorders Victoria
Raising Children
Australian Government Department of Health National Immunisation Program
Victorian Department of Human Services Disability Services