

1. Referring unit calls SONEt call centre requesting surgical referral to Southampton
2. SONEt call centre initiates conference call including:
  - SONEt Registrar and Nurse
  - Neonatal surgical registrar (Southampton General Hospital (automated bleep service 02391204401), in hours bleep 1564, out of hours bleep 2798 or via mobile). If neonatal surgical registrar unavailable (e.g. scrubbed in theatre) then call Neonatal surgical CNS (daytime only, Southampton General Hospital bleep 1498).

If at any stage the Consultant Paediatric Surgeon or Neonatal Transport Consultant is requested to join the call by any of the other call participants this will be arranged by the call centre but will not be routine. The Consultant Paediatric Surgeon can be contacted using the mobile numbers provided to the Hub (rota will also be sent to help although the surgical registrar should state which Consultant to call). The neonatal transport consultant will be available on 07826995872 or their private mobile number if they have contacted the hub that day. At end of call the following will have been agreed:

- Agreement to transfer
- Planned timescale/urgency of transfer
- Recommended clinical action to be taken whilst awaiting transfer team arrival
- Preferred admitting unit\*

\*In some instances the neonatal surgical registrar may request the infant is admitted to PICU at Southampton rather than NNU. In this instance the surgical registrar will check PICU bed availability after the conference call and inform the neonatal transport team (via 07795506286) of intended destination. The SONEt team (if available) would dispatch as long as a bed is also available on NNU if a bed cannot be sourced on PICU.

