

MEMO

To: Obstetrical care providers at BCW, MAP ultrasound clerical staff
From: Chantal Mayer, Medical lead BCW Ultrasound
Date: May 6, 2020
Re: **BCW MAP OB ultrasound Outpatient booking priority system**

In response to the COVID-19 pandemic, the BCW MAP ultrasound department has reduced patient booking volumes by approximately 20% to allow appropriate patient spacing. As a result, a number of referrals have been declined or redirected to community ultrasound clinics. We thank all of you for your patience during these challenging times.

Referral triage guidelines attached here have been implemented to allow consistent booking according to assigned priority and provide a more transparent process for care providers referring to our unit. These will be re-evaluated and modified on an ongoing basis.

Please note the following:

1. **Complete requisitions and inclusion of all relevant supporting clinical information** greatly help ensuring appropriate triage and decreases delay in booking
2. **Lead time to booking is variable and depends on exam type requested:**
 - “Time blocks” typically open up for a given month approximately 2 months in advance.
 - With respect to detail ultrasound, priority is now given to detail ultrasounds including a specialized component (eg extended heart views). After those have been booked, the remainder of “detail ultrasound time slots” will be released to the “lower risk” population.
 - Growth ultrasounds are booked <4 weeks in advance. As demand and level of acuity fluctuates over time, “serial growth assessments” cannot be reliably pre-booked.
 - In addition to “urgent time slots”, unused BCW clinic time slots may be released with approximately 1 week notice: a significant number of requests can potentially be booked short notice.
3. **Chance of successful booking according to priority:**
 - With exception of limited booking capacity for “NT” and “routine low risk detail scans”, care providers can expect that all requests for examination meeting P1 and P2 will be accommodated.
 - P3 and P4 examinations are booked according to acuity. While we attempt to accommodate as many as possible, these can technically be done in any community facility when BCW’s availability is limited.
 - Examination for presentation only are not currently booked at BCW while COVID-19 restrictions are in effect. If an ECV is planned, a full scan will be performed on the day of procedure. We suggest POCUS as part of OBGYN consultation to confirm presentation or ultrasound in the community.
4. **Referrals that do not fit predefined criteria:**
 - All referrals that do not fit the priority classification will be individually reviewed by one of the MFM reporting physicians. Reporting MFMs are also available for discussion of individual cases as needed