

## NMWWPP MENTAL HEALTH DATA CAPTURE TEMPLATE



Template guide to allow staff to capture information prior to entering into MHL D Tool within SSTS. This can be used to allow staff to focus on information required to populate tool to reflect workload. Please use in conjunction with user guidance.

Task	
Average Occupied beds.....	Insert average number of occupied beds over last financial year.
Admission process .....	Insert the average number of admissions per week over last financial year.
Discharge process .....	Insert the average number of discharges per week over last financial year.

Task	Capture Number of patients
Behavioural observations	
Observation (1:1) up to two days	
Observation (1:1) between two and four days	
Observation (1:1) more than 4 days	
Observation (2:1) up to two days	
Observation (2:1) between two and four days	

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Observation (2:1) more than 4 days	
Functional analysis interview	
Multi-sensory stimulation	
Carer support	
One to one sessions – additional	
One to one sessions – daily	
One to one sessions – three times per week	
Reality orientation	
Aseptic dressing	
Blood BM test	
Catheter bag emptying	

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Contenance care – level 1	
Contenance care – level 2	
Contenance care – level 3	
Nutrition and Hydration – requires some assistance.	
Nutrition and Hydration – requires full support.	
Perform search of patient	
Perform search of patient's room	
Personal hygiene – Level 1	
Personal hygiene – Level 2	
Personal hygiene – Level 3	

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Personal hygiene – Level 4	
Physical observations, daily – TPR & BP	
Physical observations, twice daily – TPR & BP	
Pressure area care – Level 1	
Pressure area care – Level 2	
Venepuncture	

Task	Typical number of times this happens per week
1:1 escorted time off ward	
2:1 escorted time off ward	
De-escalation – no physical intervention	

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De-escalation – physical intervention	
Post incident review – rapid tranquilisation/physical intervention	
PRN medication(as required)	
Structured exercise & conversation session	
Provide enhanced, specialist support for palliative patients	
Attend tribunal/court/other hospital or department	

Task	Capture Number of sessions per week
Socialisation Group work	
One staff member	
Two members of staff	

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Three members of staff	
Therapeutic Group work	
One staff member	
Two members of staff	
Three members of staff	