

A-WPTAS State Form: Implementation Guide

This document is designed to assist Local Health Districts with the implementation of the Abbreviated Westmead Post Traumatic Amnesia Scale (A-WPTAS) state form.

The A-WPTAS state form was developed by the NSW Institute of Trauma and Injury Management (ITIM) and the NSW Emergency Care Institute (ECI), both institutes within the Agency for Clinical Innovation (ACI).

The aim of the A-WPTAS state form is to:

- Provide a consistent framework and format for assessing and monitoring patients with Post Traumatic Amnesia (PTA) in an acute care setting
- Reduce length of stay
- Avoid unnecessary admissions
- Avoid inappropriate discharges

1. Executive sponsor

Allocate an Executive Sponsor who will be responsible for the implementation of the A-WPTAS state form.

2. Implementation team

Allocate staff to undertake the introduction and implementation of the A-WPTAS state form. Suitable staff may include but not limited to:

- ED NUM / CNC / CNE / CNS
- ED Director of Training and/or other FACEM / Registrar / JMO
- Neurosurgical CNC / CNE / CNS
- Occupation Therapist
- Trauma Service CNC

3. Review local policy and procedures

Review local policies and procedures related to the assessment and management of head injuries to ensure they include reference to the conduct of PTA assessment in acute care settings using the A-WPTAS state form.

If an existing A-WPTAS form is being used, staff are advised to discontinue use of this form and use the new state wide form.

4. Ordering the A-WPTAS state form

The A-WPTAS state form is to be ordered through Fuji Xerox (Salmat) using the following details:

Name: A-WPTAS Abbreviated Westmead Post Traumatic Amnesia Scale
Code: NH606660
Cost: \$54.30 + GST per pkt of 100

5. Education

Whilst the form contains detailed instructions on how to conduct an A-WPTAS assessment, it is recommended that all staff that will use the form be trained using the A-WPTAS Education Package provided on the ECI website at www.ecinsw.gov.au/awptas

The Implementation Team should identify staff who will be using the form and ensure they complete the online education modules.

The education package consists of:

- A user guide – providing direction on how and when to use the form
- A decision tree model – to reinforce the learnings from the user guide
- A quiz – to assess individuals understanding of the form

A certificate of completion is available at the conclusion of the Quiz and this could be collected to provide evidence of satisfactory completion. The online education package may be completed as a group or as self-directed learning. This is at the discretion of each facility/team to determine.

6. Evaluation

An A-WPTAS state form audit tool has been developed and available should sites wish to evaluate compliance post implementation. The ACI strongly recommends sites use this tool. Reports based on these audits should be provided to the Executive Sponsor and the local facility Clinical Quality Committee.

7. Feedback and form review

A process of form evaluation will be undertaken at 12 months post introduction of the form. Comments and suggestions for form design modifications can be made using the Feedback Register Form provided on the ECI website at www.ecinsw.gov.au/awptas and sent to:

Glenn Sisson
Project Officer, Institute of Trauma and Injury Management
Agency for Clinical Innovation
glenn.sisson@aci.health.nsw.gov.au

8. Implementation resources

The ACI have developed a suite of useful resources for sites to support the implementation of the A-WPTAS state form including:

- A-WPTAS state form
- A-WPTAS explanatory notes
- Frequently asked questions
- Education package
- Audit tool
- Audit tool – explanatory notes
- Feedback register form
- Mild Head Injury Patient Discharge Advice Factsheet

These resources are available on the ECI website at www.ecinsw.gov.au/awptas