How to find a Neonatal Bed Medical/Surgical 8am-10pm

Referring Hospital Must Contact the Neonatal Cot Bureau on 0113 392 8499

Cot Bureau will then locate the most appropriate cot for the Neonate

Once the Cot/Obstetric bed has been found the Cot Bureau will inform the referring hospital

If appropriate the Neonatal Transport Team will be mobilised once they have the clinical details from referring hospital (Via Fax)

Referring hospital to contact receiving hospital with clinical details

Completed data to be faxed to Transport Team on 0113 392 6068 Prior to transfer

10pm-8am

Referring hospital to look on www.yorkshireneonet.org.uk For cot status

Once appropriate hospital has been located Consultant referrals to be made

If patient accepted by Leeds Teaching Hospitals transport team will be mobilised if appropriate

Referring hospital must ensure that transport team are aware of the transfer

Referring hospital to leave message for cot bureau to advise them of transfer over night