**How to Register on the HSE National Database for Nurse and Midwife Referrers of**

**Radiological Procedures**

The Database which is secure and confidential serves as a database of all Nurse/Midwife Referrers of Radiological Procedures in Ireland. This purpose of the database is to track referral activity across all facilities nationwide and to provide one national searchable database, which is only accessible by the HSE ONMSD National Lead for Nurse Midwife Authority to Refer for Radiological Procedures. Registered Nurses and Midwives who have successfully completed the Certificate in Nurse/Midwife Authority to Refer for Radiological Procedures have restricted access to their own activity on the database as do the Director of Nursing/Midwifery or her/his nominee for their own organisation.

Retrieved data is used to;

* Monitor the progress of each nurse/midwife funded by the HSE from commencement of the education programme and following registration on the HSE National Database of Nurse and Midwife Referrers for Radiological Procedures.
* Allow ease of data retrieval to generate standard and drillable reports at local, regional and national level.
* Generate reports on “Nurse Midwife Authority to Refer for Radiological Procedures” by using the information from this database.

**Personal details are not disclosed for these reports. The data is used for statistical purposes only.**

***How to Register on the HSE National Database for Nurse and Midwife Referrers of Radiological Procedures***

Director of Nursing/Midwifery or nominee on behalf of the health service provider must arrange for the nurse/midwife referrer details to be entered onto the HSE National Database. The nurse midwife referrer is then authorised in writing be the Director of Nursing/Midwifery or nominee to commence referral for radiological procedures in the health service setting.

***Roles and Responsibilities***

*Nurse and Midwife Referrers of Patients for Radiological Procedures must:*

* ensure they have successfully completed the education programme approved by the Nursing and Midwifery Board of Ireland (NMBI),
* present evidence of successful completion of the programme to the Director of Nursing/Midwifery,
* ensure they are entered on the "Database" for registered nurses and midwives with authority to refer for radiological procedures.

*The Director of Nursing*/Midwifery *or his/her nominee must:*

* upon receipt of notification that the nurse/midwife has successfully completed the education programme, the Director of Nursing/Midwifery or nominee will arrange to have the nurse’s/ midwife’s name entered onto the database,
* authorise the nurse/midwife referrer in writing commence referring patients for radiological procedures,
* inform the Head of Radiology (Consultant Radiologist) and the Chair of the Local Implementation Group/Radiation Safety Committee, of the nurses/midwives authority to commence referring for radiological procedures and

Arranges for the template below to be completed and returned to Dr Maureen Flynn, National Lead for Nurse Referral for Radiological Procedures (Interim). Email: maureena.flynn@hse.ie

Mobile: 087-9317014

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| **Registration on the "HSE National Database of Nurse/Midwife Referrers for Radiological Procedures"**  |
|  |  |  |  |  |  |  |  |  |
| **No** | **NMBI PIN** | **Place of Employment** | **Name** | **Grade** | **Clinical Area/ Specialty** | **Email Address (Please ensure you insert the correct email address)** | **NMBI Register Checked to ensure the nurse is registered** | **Which Centre /College was the Course Completed in** |
| **1** |   |   |   |   |   |   |   |   |
| **2** |   |   |   |   |   |   |   |   |
| **3** |   |   |   |   |   |   |   |   |
| **4** |   |   |   |   |   |   |   |   |
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| **10** |   |   |   |   |   |   |   |   |
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|  | To be completed by the Director of Nursing/Midwifery or nominee |
|  | Please return to Dr Maureen Flynn, National Lead for Nurse Referral for Radiological Procedures (Interim) Email: maureena.flynn@hse.ie  |
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**Reference:** Health Service Executive. (2021) National Nurse and Midwife Authority to Refer for Radiological Procedures Guideline, Office of the Nursing and Midwifery Services Director Health Service Executive: Dublin.