**UNITPOINT HEALTH - MARSHALLTOWN**  
Marshalltown, Iowa

**WOMEN’S CARE CENTER POLICY & PROCEDURES**

Policy Number:  L-54

**Subject:**  
Security: Infant Security in Women’s Health Department

**Purpose:**  
To protect against infant abduction. To ensure that in an event of an infant abduction, all hospital personnel and outside agencies are notified appropriately, with the goal to locate and reunite the infant with family in the most expedient manner.

**Procedure:**

<table>
<thead>
<tr>
<th>PROCEDURE</th>
<th>KEY POINTS</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>A. Neonatal Identification</strong></td>
<td></td>
</tr>
<tr>
<td>1. During the admission interview process, parents are informed of security measures to ensure the safety of their infant. Strict adherence to the newborn ID system minimizes threats associated with newborn abductions and inadvertent mix-ups or switching.</td>
<td>1. Review the infant security brochure, the 4 band ID system, staff uniform and photo ID, security charm and bracelet, and 24 hour locked unit with the mother on admission.</td>
</tr>
<tr>
<td>2. ID bands with mother’s name, medical record number, sex of infant, date and time of delivery and delivering doctor will be placed on the mother and infants at birth. The mother will designate who will wear the 4th bracelet. Confirm ID numbers when placing them on infant, mother and significant other. Two ID bands will be placed on the infant: One on a wrist and one on an ankle. The security charm and bracelet will be placed after the initial bath.</td>
<td>2. A. In case of loss, damage or incorrect ID bands, new bands will be applied in the presence of the mother, charted and witnessed with another staff member. In the NICU, if ID bands are removed, they should be placed on the armband, radiant warmer or placed in a pediatric ID band and placed on another limb. B. In the case an infant becomes too close to an exit door, an alarm will sound and the doors will automatically lock.</td>
</tr>
<tr>
<td>3. Infant footprints will be obtained within 2 hours of delivery and will be placed on the baby’s permanent record.</td>
<td>3. The mothers index fingerprint will also be placed on this form as an identification process.</td>
</tr>
</tbody>
</table>

| **B. Employee Identification** |  |
| 1. All UnityPoint Health-Marshalltown employees will wear a color photo ID badge during the workday. | 1. WCC badges must also have baby footprints on them for direct mother/baby contact. |

2. WCC personnel will wear designated color scrubs for direct mother/baby care.
2. Patients and their families will be instructed to never allow any person to handle or take a baby from the room unless the person has a WCC badge on.

3. Lost or misplaced employee ID badges should be reported to hospital security.

C. Neonatal Care
1. Whenever a baby is released from the nursery, the ID band must be matched with the mother or person wearing 4th ID band.
1. Only the mother or person wearing the 4th ID band will be allowed to take the baby from the nursery.

2. A baby should be taken to its mother one at a time by authorized and properly identified hospital personnel.
2. Neonates should be transported in their cribs, not in anyone’s arms. Exception: A baby may be carried from the LDR/OR to nursery after delivery.

3. Babies are not to be left unsupervised in the nursery area or unattended in the mother’s room.

4. Medical procedures, lab tests and x-rays will be done in the Women’s Health nursery area.
4. Parents will be informed of testing to be done outside WCC (ex: ultrasound) and offered to accompany staff member and baby for the procedure.

D. Visitor Control/Surveillance
1. Visitors will be allowed to visit as per established hospital policy.
1. Refer to L-7 Policy.

2. All staff members should be on alert for any unusual behavior of other staff or visitors including:

   a) Any large packages being removed from Women’s Health
   b) Babies being carried in arms rather than being pushed in the crib

2. Strategies an abductor may try:

   a) Poses as hospital staff
   b) Frequent visits several days before abduction
   c) Becomes familiar with hospital policies
   d) Creates a diversion such as pulling a fire alarm
   e) Takes the baby from the mother telling her the baby is needed for a test or procedure

3. WCC staff will notify security of the following:
   a) Repeat visitors to WCC with extreme interest in babies
   b) Person asking numerous questions about the unit and/or policies
   c) Anyone displaying verbal or physical threats to staff or patients

E. Access Control Measures
   1. Staff and visitors should enter/exit the maternity unit via appropriate entrances.
   2. Doors to the maternity unit will be closed at all times.
   3. Video cameras will monitor hallway activity of WCC and nursery activities.

3. Any suspicious behavior must be reported to hospital security.

F. Hospital Staff Education
   1. All WCC and hospital staff will be inserviced on Infant/Child Abduction annually.
   2. A mock code will be performed quarterly as a performance improvement measure.
   3. WCC staff will receive orientation training on the following:
      a) Security Risk Plan & Security Measures
      b) Infant Abduction Plan
      c) Newborn Identification & Security
      d) Footprint Process
      e) Unit & Perimeter Security
      f) Discharge Process.

   2. This will be conducted by Security/Facilities Management.
   3. This will be reviewed annually.

G. Discharge of Mother & Baby
   1. At discharge, the ID band is checked with mothers.
   2. The nurse and mother will sign the newborn identification record.

   1. Refer to Newborn Identification Policy L-16 & Policy L-3 Discharge of WCC Patients.
3. A WCC nurse will accompany the mother/baby to the car on discharge.  
3. Iowa law requires a car seat for children. Refer to Policy L-32.

H. Infant Abduction
1. When there is suspicion that an infant abduction has occurred call the switchboard operator by calling 5123.  
1. Tell them to announce Code Pink. This identifies an infant abduction.

2. Call the Police directly at 9-911 on the hospital phone.  
2. Provide as much information as possible including exact UnityPoint Health-Marshalltown location (door, elevator, floor, department, room number). Include your name and title.

3. Have this ready for appropriate authorities. A description of last person known to interact with baby will be needed.

4. Account for the rest of the infants.

5. Immediately search the work area for the missing infant.

6. Notify the parents.  
6. Question the mother if the baby could be anywhere else in the building.

7. Upon hearing the code Adam, other hospital staff will aide in securing the exterior perimeter of CIH.  
7. Refer to Policy HS 8.1.3.

Procedure on placing security bracelet/charm:
1. From the Accutech computer, click on the set-up button at the top of the screen
2. Click on tag control.
3. Obtain a new tag (charm) from drawer.
4. Click on the tag number that corresponds with charm number.
5. Click on assign patient/asset
6. Type in Girl/Boy under first name and tab to last name.
7. Under last name, type in mother’s last name, first name.
8. Tab to room number and enter this, then click OK.
9. Place yellow band with charm onto ankle. This should be snug and needs to have direct skin contact or it will alarm.
10. Place accutech “tag activator” over charm.
11. Press the “TAD” button.
12. Make sure the red light is blinking to be sure security is activated.

To discontinue:
1. Use accutech tag activator to deactivate charm.
2. Cut off band.
3. Go to accutech computer:
   a. Click set up, then tag control.
   b. Click on baby you want to deactivate.
   c. Click on unassign patient/asset
   d. Click “yes” you want to unassign tag.
   e. Then you are done.

References:
CIH Security Brochure