

# ALBERTA NETCARE PORTAL

## PD Quick Reference

### How to Register Surrogate Newborns

Alberta Surrogate births need to be registered in Person Directory in a specific way in order to protect the identity of the gestational carrier and to ensure that the newborn identity is not compromised.

**Surrogate Birth:** an arrangement in which a woman carries and delivers a child for another couple or person. This woman, the gestational carrier, may be the child's genetic mother or she may be biologically unrelated to the child.

**Intended Parent:** a parent who has used assisted reproduction to create a child whom they intend to parent whether or not they have a genetic or biological relationship to the child.

All surrogate births (born in Alberta, 28 days or under) are registered in Person Directory in the same manner.

## PROCESS

A newborn delivered by a gestational carrier will have to be added through the Add Newborn screen within Person Directory and selecting the reason: No Parent ULI Adopted/Abandoned.

1. From the **Add Person** screen, select **Newborn (born in Alberta, 28 days or under)**.

**Note: Surrogate Births use the same Adopted/Abandoned reason because it has edits in place to prevent an address being added to the record.**

### Add Person

Choose one of the following registration types:

- **Newborn (born in Alberta, 28 days or under)**
- [Visitor to Alberta \(e.g. out of province or out of country\)](#)
- [Federally Insured \(Canadian Forces, Federal Inmates\)](#)
- [Resident of Alberta \(e.g. new resident or not previously registered\)](#)
- [Dependant Child \(of already registered parent e.g. Adopted\)](#)

2. Under the **Add Newborn** screen, Select **Adopted/Abandoned** in the No Parent ULI Reason drop down.

**Note: Do NOT enter a parent's ULI.**

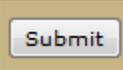
### NEWBORN INFORMATION

3. The Intended Parent's last name must be used to identify the patient.
4. A first name is not required to be entered.

### PERSON DETAILS

5. Select the **Gender**, enter the **Date of Birth** and **Birth Order** and select the **Registration Facility**.

### RESIDENTIAL ADDRESS

6. Check the **No Address** Check box.
7. Click **Submit**. 

The Add Newborn Confirmation screen is displayed with the information entered on the patient.

When Alberta Health is notified of the adoption and sufficient documentation is obtained, the record is remediated and the birth name is removed from the electronic health record.

**Note: If the newborn has already been added to Person Directory and it is discovered that the newborn is linked to the Gestational Carrier, the user is required to notify the Person Directory Help Desk. This is to ensure that the newborn's identity is properly maintained. The user will need to call the Person Directory Help Desk at 780 427-1494 during regular business hours. Please have ready the intended parent's name, parent ULI and address.**

For additional information on PD, please visit the Alberta Netcare Portal Learning Centre.

<http://www.albertanetcare.ca/LearningCentre/PD-Quick-Reference.htm>