

PERSON DIRECTORY QUICK REFERENCE:

How to Search and View a Newborn

Who can View a Newborn in PD?

Currently, an **Admin 1** or **Admin 4** permission level is required to view Newborn Information in Person Directory (PD).

Definition of a Newborn in PD

A newborn is defined as a baby, born in Alberta, who is 28 days or under.

Where do I find Newborn Information in PD?

The regular search engine will display Newborn Information. This information will only be viewed for the first 28 days of a baby's birth *and the baby is only considered a Newborn if he/she was born in Alberta.*

After this time period the baby will lose their newborn status and will be available for viewing by any user who has access to PD.

Why is it important that a newborn be registered as a Newborn type in PD?

The Registration Type of "Add Newborn" supports the Alberta Newborn Metabolic Screening (NMS) program.

The goal of the NMS program is that all babies born in Alberta will have access to the newborn metabolic screening as an integral component of their health care. The purpose of the NMS program is to minimize morbidity and mortality of Alberta infants with screened disorders.

How do I search for a Newborn?

You can search for a Newborn in a number of different ways:

- By PHN/ULI.
- By the last name of the baby.

TIP: To narrow the search so that only children, whose age is calculated in months, will appear, enter the range of 0 to 0.

PHN/ULI: or
Last Name: Date of Birth: (YYYY-MM-DD)
Last Name Search Is: Age Range: to
First Name: Gender:
Middle Name: Phone Number:
Alternate ID Type: City:
Alternate ID: Vital Status:
* One of these fields must be filled in

Viewing Newborn Information

The View/Update Person screen includes

- Name and Person details.
- Address and Phone number details.
- Eligibility details.
- Additional Information.

Under **Additional Information**, click the **Newborn Information** link to view the Newborn Information screen.

Johnson, Cathy
PHN/ULI: 15730-4114
Person Directory
View/Update Person
Name and Person Details [edit...]
Preferred Name: Johnson, Cathy
Gender: Female
Date of Birth: 2010-Dec-07
Added in Error: No [view all names...]
Address and Phone Numbers [edit...]
Residential/Mailing: 19631 Any Street
Calgary, Alberta
Canada T2K 4H9
As of: 2010-Dec-08
Eligibility: Not Currently Eligible [view eligibility...]
Additional Information:
• Newborn Information
• Alberta Personal Health Card Requests
• Alternate IDs
• Merge Potential Duplicates
• Registration Validation
• Residency
• Secondary ULIs

What information is specific to a Newborn?

Parent Information includes:

- Parent's PHN/ULI.
- Parent's full name.

Newborn Information includes:

- Birth Order (such as: 1 of 1 – Singleton).
- Registration Facility (and Stillborn, when applicable).

The screenshot shows a web form titled 'Update Newborn Information' for a user named 'Johnson, Cathy' with PHN/ULI: 15730-4114. The form is divided into two main sections: 'Parent Information' and 'Newborn Information'. In the 'Parent Information' section, the PHN/ULI is 85579-4004 and the name is 'Jaycock, Mrs Sherry Ann'. There is a 'Clear Parent' button. In the 'Newborn Information' section, the 'Birth Order' is '1 of 1 - Singleton' and the 'Registration Facility' is '016 - Foothills Medical Centre'. There is a checkbox for 'Stillborn' which is currently unchecked. A red asterisk and the word 'required' are visible in the top right corner of the form. At the bottom, there are 'Submit' and 'Cancel' buttons.

Health Care Insurance Coverage

The baby automatically receives health care coverage if the parent is eligible. If the parent is a dependent, Alberta Health will follow-up in this situation.