

## Appendix E. Exemplar initial skeletal survey check form

Any hospital adopting these guidelines should ensure that they comply with their employer's policies and regulations – and should be endorsed accordingly.	Employing organisation
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The lead radiographer is responsible for ensuring this form is completed.

Name of child: \_\_\_\_\_

Hospital/NHS numbers/identifier \_\_\_\_\_

Name of holder 1: \_\_\_\_\_

Status: \_\_\_\_\_

Name of holder 2: \_\_\_\_\_

Status: \_\_\_\_\_

Name of radiographer 1 (lead): \_\_\_\_\_

Name of radiographer 2: \_\_\_\_\_

Name of any other person(s) present and their status: \_\_\_\_\_

Person with parental responsibility's consent form seen and all sections completed:

Yes/No

If 'No' seek advice from referring clinician.

Brief description of child undergoing examination: (for example, asleep, crying, restless etc): \_\_\_\_\_

Signature of lead radiographer 1: \_\_\_\_\_

Date for follow-up films(11–14 days after) \_\_\_\_\_

Signature of radiographer 2: \_\_\_\_\_

Attended? \_\_\_\_\_

Name of radiologist checking images: \_\_\_\_\_

Consultant paediatrician and consultant paediatric radiologists informed of attendance? \_\_\_\_\_

Yes/No

Name of radiologist reporting images: \_\_\_\_\_

If 'no' please state what action has been taken. \_\_\_\_\_

This form details the imaging techniques to be used as well as providing a record of the examination. The form should be stored locally and/or scanned against the imaging record on the radiology management system.

A record of all image factors should be kept including repeats.

Where possible a single image may be taken of a whole limb or lateral spine, however, in larger children, separate images of each area should be obtained as indicated on the form below.

Images required		Kilovoltage peak (kvp)	Milliampere-seconds (mAs)	DAP	Annotations post processing	Radiographer check (image quality, PACS)
<b>All children</b>						
Small child	Large child					
Anterior-posterior (AP) skull						
Lateral skull						
AP chest (to include shoulders)						
Right oblique chest (show both sides, ribs 1-12)						
Left oblique chest (show both sides, ribs 1-12)						
AP abdomen and pelvis						
Lateral whole spine	Lateral cervical and thoracic spine					
	Lateral lumbar spine					
AP whole right arm (centre at elbow)	AP right humerus (shoulder to elbow)					
	AP right forearm (elbow to wrist)					
Coned right lateral elbow						
Coned right lateral wrist						
DP right hand and wrist						
AP whole left arm (centre at elbow)	AP left humerus (shoulder to elbow)					

Images required		Kilovoltage peak (kvp)	Milliampere-seconds (mAs)	DAP	Annotations post processing	Radiographer check (image quality, PACS)
<b>All children</b>						
Small child	Large child					
	AP left forearm (elbow to wrist)					
Coned left lateral elbow						
Coned left lateral wrist						
DP left hand and wrist						
Whole AP right lower limb, hip to ankle	AP right femur (hip to knee)					
	AP right tibia and fibula (knee to ankle)					
	AP right knee					
	AP right ankle					
Coned AP right ankle (mortise view)						
Lateral right knee						
Lateral right ankle						
DP right foot						
Whole AP left lower limb, hip to ankle	AP left femur (hip to knee)					
	AP left tibia and fibula (knee to ankle)					
	AP left knee					
	AP left ankle					
Coned AP left ankle (mortise view)						
Lateral left knee						
Lateral left ankle						
DP left foot						

Image	kVp	mAs	Dap reading	Held by:	Annotated post processing	Radiographer Image check
AP skull						
Lateral skull						
AP chest						
Oblique chest 1						
Oblique chest 2						
AP abdomen and pelvis						
Lateral whole spine						
Lateral whole spine						
AP right whole arm (or separate humerus)						
AP right whole arm (or separate forearm)						
AP left whole arm (or separate humerus)						
AP left whole arm (or separate forearm)						
Lateral right elbow						
Lateral left elbow						
Lateral right wrist						
Lateral left wrist						
DP right hand and wrist						
DP left hand and wrist						
AP whole right lower limb (or separate femur)						
AP whole right lower limb (or separate tibia/fibula)						
AP whole left lower limb (or separate femur)						
AP whole left lower limb (or separate tibia/fibula)						

Image	kVp	mAs	Dap reading	Held by:	Annotated post processing	Radiographer Image check
AP whole right lower limb (or separate femur)						
AP whole right lower limb (or separate tibia/fibula)						