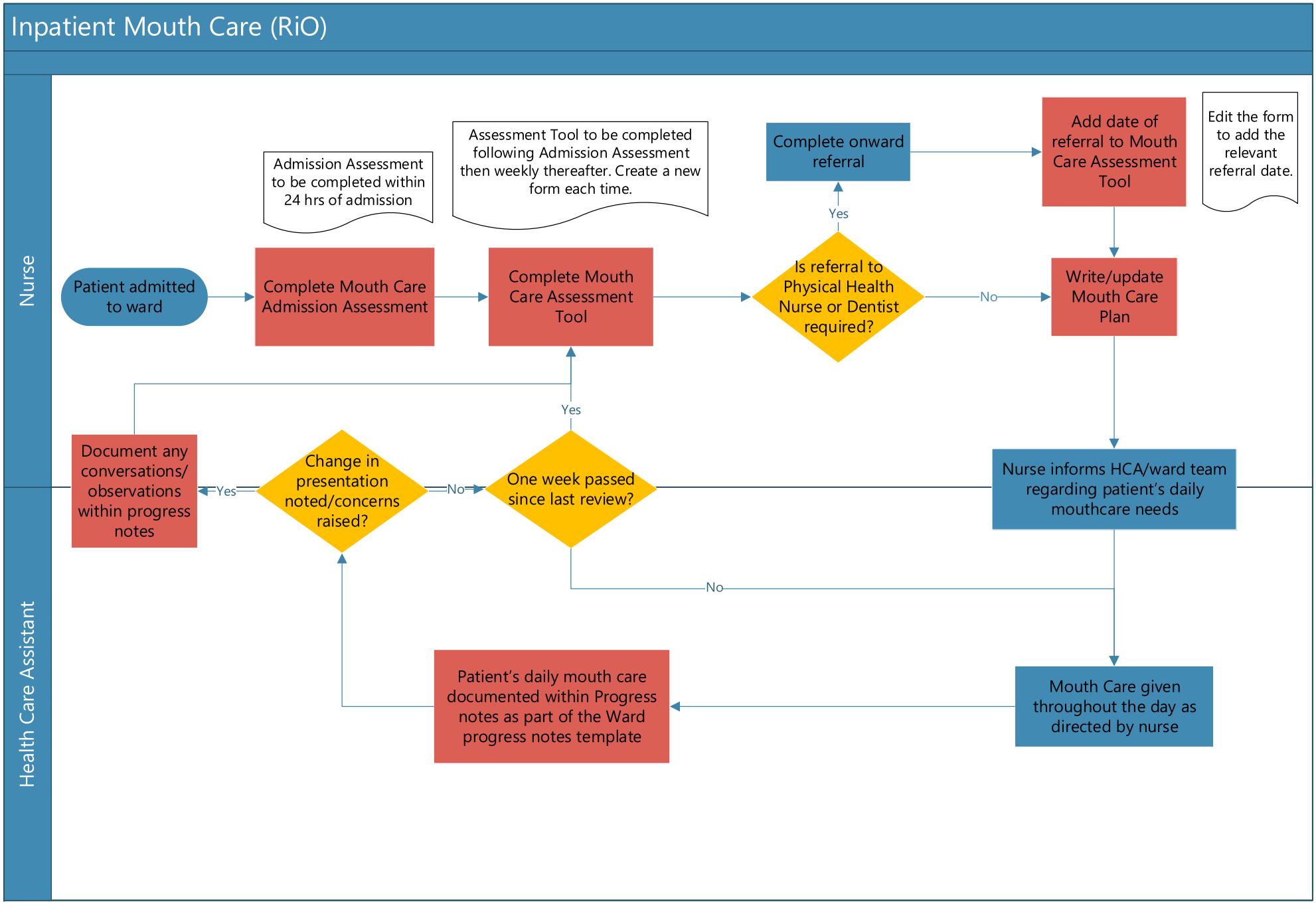
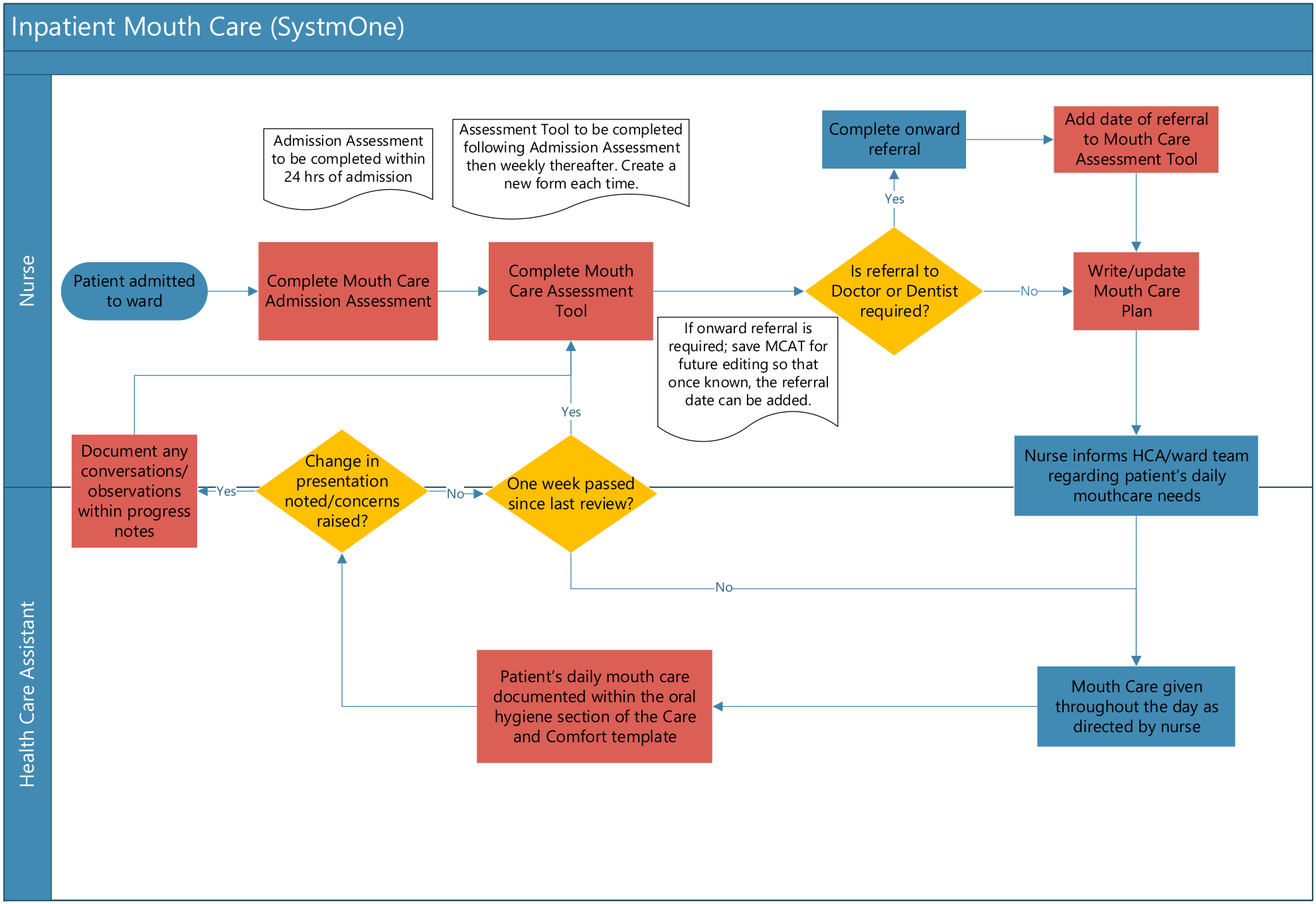
Gloucestershire Health and Care
NHS Foundation Trust

Mouth Care Process Maps

Clinical Systems Team
May 2022


Inpatient Mouth Care (RiO)
Nurse
Health Care Assistant
Admission Assessment to be completed within 24 hrs of admission
Assessment Tool to be completed following Admission Assessment then weekly thereafter. Create a new form each time.
Edit the form to add the relevant referral date.
Patient admitted to ward
Complete Mouth Care Admission Assessment
Complete Mouth Care Assessment Tool
Is referral to Physical Health Nurse or Dentist required?
Yes
No
Complete onward referral
Add date of referral to Mouth Care Assessment Tool
Write/update Mouth Care Plan
Nurse informs HCA/ward team regarding patient's daily mouthcare needs
One week passed since last review?
Yes
No
Change in presentation noted/concerns raised?
Yes
No
Document any conversations/ observations within progress notes
Mouth Care given throughout the day as directed by nurse
Patient's daily mouth care documented within Progress notes as part of the Ward progress notes template


Inpatient Mouth Care (SystmOne)
Nurse
Health Care Assistant
Admission Assessment to be completed within 24 hrs of admission
Assessment Tool to be completed following Admission Assessment then weekly thereafter. Create a new form each time.
Complete onward referral
Add date of referral to Mouth Care Assessment Tool
Yes
Patient admitted to ward
Complete Mouth Care Admission Assessment
Complete Mouth Care Assessment Tool
Is referral to Doctor or Dentist required?
No
Write/update Mouth Care Plan
If onward referral is required; save MCAT for future editing so that once known, the referral date can be added.
Yes
Document any conversations/ observations within progress notes
Yes
Change in presentation noted/concerns raised?
No
One week passed since last review?
Nurse informs HCA/ward team regarding patient's daily mouthcare needs
No
Patient's daily mouth care documented within the oral hygiene section of the Care and Comfort template
Mouth Care given throughout the day as directed by nurse