

# REFERRAL GUIDELINES

## Plastics Clinic

**Head of Unit: Patricia Terrill**

**Referrals:** Referral addressed to named head of unit is preferred.

E-referral using the GP Referral Template located within the Mastercare Referralnet system is preferred.

For faxed referrals: **FAX 9788 1879.**

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**Clinic overview:**

This clinic will see clients with conditions listed in the categories for appointment section of this guideline. All referrals received are triaged by Peninsula Health clinicians to determine urgency of referral according to the below triage categories.

**Emergency**

For emergency cases please do any of the following:

- send the patient to the Emergency department OR
- Contact the on call registrar OR
- Phone 000 to arrange immediate transfer to ED

**Urgent Cat 1**

The patient has a condition that has the potential to deteriorate quickly with significant consequences for health and quality of life if not managed promptly.

- Aim to be seen within 1 month

**Semi Urgent Cat 2**

The patient's condition is unlikely to deteriorate

- Aim to be seen within 3 months

**Routine Cat 3**

The patient's condition is unlikely to deteriorate quickly or have significant consequences for the person's health and quality of life if the specialist assessment is delayed beyond three months.

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**Clinical:**

- Reason for referral
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**HEAD OF UNIT**  
**Patricia Terrill**

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<p><b>Specific Clinical referral content</b></p> <ul style="list-style-type: none"> <li>• Clinical details and reason for referral</li> <li>• Relevant medical history</li> <li>• Allergies</li> <li>• Include detailed information of size, site, duration and changes in lesions?</li> <li>• Symptomatic history</li> <li>• Possible diagnosis and/or injury</li> <li>• Date of Injury</li> <li>• Treatment instituted so far</li> <li>• Medications</li> <li>• Psychosocial History</li> <li>• Results of all recent (preferably within prior 6 months) investigations             <ul style="list-style-type: none"> <li>○ Biopsy Reports with photograph or diagram of biopsy site</li> <li>○ Nerve Conduction Studies for suspected Carpel Tunnel Syndrome or Ulnar Nerve Compression</li> <li>○ X-rays if arthritis / fractures</li> <li>○ Ultrasound if suspected ganglion or mass</li> </ul> </li> </ul> <p><b>Please see additional information to be included</b></p>
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Categories for Appointment		
	Clinical Description	
<b>Emergency</b>	<ul style="list-style-type: none"> <li>• <b>Closed hand fractures</b></li> <li>• <b>Closed tendon ruptures</b></li> <li>• <b>Lacerations with possible nerve injury</b></li> <li>• <b>Trigger finger with finger locked inflexion</b></li> <li>• <b>Skin cancers that are extremely large, fungating and bleeding or ulcerated</b></li> <li>• <b>Leg ulcers if infected (cellulitis)</b></li> <li>• <b>Detailed Information of ulcer site/duration &amp; prior treatment</b></li> </ul>	<b>Please attend Emergency Department</b>
<b>Conditions</b>	<p><b>Hand</b></p> <ul style="list-style-type: none"> <li>• Carpal tunnel &amp; other nerve compression syndromes, Nerve palsies</li> <li>• Congenital deformities</li> </ul>	<p><b>Lesions</b></p> <ul style="list-style-type: none"> <li>• Other skin cancers /BCC, SCC</li> <li>• Melanoma</li> <li>• Benign skin lesions e.g. naevi</li> <li>• Malignancies including head,</li> </ul>

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	<ul style="list-style-type: none"> <li>• Secondary hand surgery after injury</li> <li>• Dupuytren`s contracture</li> <li>• Ganglia, Soft tissue tumors of the hand</li> <li>• Trigger Finger</li> <li>• Open/Compound hand fracture, hand injuries               <ul style="list-style-type: none"> <li>• Wrist arthritis, Rheumatoid hand deformities</li> </ul> </li> <li>• Stenosing tenosynovitis/De Quervain`s</li> </ul>	neck, intraoral (mouth a/throat) salivary, gland, connective tissue <ul style="list-style-type: none"> <li>• Subcutaneous &amp; deep tissue tumours</li> <li>• Lipoma</li> <li>• Bowen`s Disease /SCC</li> </ul>
<b>Conditions</b>	<b>General</b> <ul style="list-style-type: none"> <li>• Burns and scars</li> <li>• Foreign Body removal</li> <li>• Lymphoedema</li> <li>• Other chronic sores and ulcers, Pressure sores</li> <li>• Scar revision and scar management</li> <li>• Vascular malformation</li> </ul>	<b>Breast &amp; Abdomen</b> <ul style="list-style-type: none"> <li>• Reconstruction following mastectomy</li> <li>• Reduction mammoplasty, Mastopexy, Removal of prosthesis, Delayed Breast reconstruction</li> <li>• Gynaecomastia and Congenital abnormalities</li> <li>• Abdominoplasty</li> </ul> <p>Please complete <b>Patient Questionnaire form</b> and attach it with the referral</p>
<b>Conditions</b>	<b>Ear, Nose, Eyelid</b> <ul style="list-style-type: none"> <li>• Reconstruction (Congenital &amp; traumatic abnormalities)</li> <li>• Nasal deformity due to trauma</li> <li>• Nasal reconstruction</li> <li>• Rhinophyma</li> <li>• Ptosis Ectropion, Eyelid reduction in abnormal cases</li> </ul> <p>Please complete <b>Patient Questionnaire form</b> and attach it with the referral</p>	<b>Soft Tissue Tumours</b> <ul style="list-style-type: none"> <li>• Suspected Soft Tissue Tumours (limb/trunk)</li> <li>• Suspected Soft Tissue Tumours at non limb/trunk sites</li> </ul> <b>Genital</b> <ul style="list-style-type: none"> <li>• Vaginal/Penile reconstruction following malignancy</li> </ul>

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<p><b>Eligibility Criteria</b></p> <p>All patients require a referral from a Specialist or General Practitioner.</p> <p>We will aim to get patients seen within the above timeframes; however, due to limited new patient referral places in Outpatients the wait times may be significantly longer.</p> <p>If your patient's condition is significantly deteriorating and they have not been seen please contact the Outpatients Clinic to try to expedite the appointment</p>
<p><b>Exclusions</b></p> <p>Possible malignant soft tissue tumour e.g. Sarcoma – refer to St Vincent's sarcoma service</p> <p>Vascular venous leg ulcers- refer to Private rooms/MMC</p>
<p><b>Clinic Information</b></p> <p>Monday, Thursday and Friday mornings Tuesday and Wednesday afternoons</p> <ul style="list-style-type: none"> <li>Outpatients Department Integrated Health Centre Hastings Road, Frankston Phone: 9784 2600 / Fax: 9788 1879</li> </ul>
<p><b>Alternative referral options</b></p> <p>New referrals may also be made directly to the rooms of Plastic Surgeons affiliated with Frankston Hospital (see Specialist Directory) who will then place the patient directly on the public surgical waiting list at Frankston Hospital if surgery is required.</p> <p>Breast and abdominal aesthetic surgery must be seen in the outpatient clinic prior to being placed on the waiting list.</p> <p>Refer to Private Services.</p>

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### Additional Clinical Information for Specific Conditions

#### Hand

##### Carpal tunnel & other nerve compression syndromes, Nerve palsies

##### Clinical History/Investigations

- Nerve Conductive study report
- Nerve Conductive studies can be performed at Frankston Hospital -phone on 9784 2663 or fax 9784 2349 or Private Neurologist
- Include details of severity

##### Priority

- Urgent / Routine
- Dependant on severity

##### Conservative Management

- Wrist splint
- Nonsteroidal anti-inflammatory drugs
- Corticosteroids injections
- Hand therapy referral

#### Congenital Deformities

##### Clinical History/Investigations

- Hand X Ray report
- Include details of severity

##### Priority

- Routine
- Dependant on severity

##### Conservative Management

- N/A

#### Secondary hand surgery after injury

##### Clinical History/Investigations

- Include details of functional impairment
- X-ray report

##### Priority

- Routine

##### Conservative Management

- N/A

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### Dupuytren`s contracture

#### Clinical History/Investigations

- Clinical history
- Include details of functional impairment

#### Priority

- Routine
- Dependant on severity

#### Conservative Management

- N/A

### Ganglia, Soft tissue tumours of the hand

#### Clinical History/Investigations

- Include details of location, size, duration
- USS of legion
- Include details of functional impairment

#### Priority

- Routine
- Dependant on severity

#### Conservative Management

- N/A

### Trigger Finger

#### Clinical History/Investigations:

- refer urgent if finger locked
- Include details of functional impairment

#### Priority:

- Routine
- Dependant on severity

#### Conservative Management:

- Splint
- Stretching exercises
- Hand therapy

### Open/Compound hand fracture, hand injuries

#### Clinical History/Investigations:

- Open #-Refer to Emergency department for assessment
- Compound #-Hand please send X Ray report

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**Priority:**

- Urgent

**Conservative Management:**

- N/A

### Wrist arthritis, Rheumatoid hand deformities

**Clinical History/Investigations:**

- Hand USS / X Ray report
- Include details of functional impairment

**Priority:**

- Routine
- Dependant on severity

**Conservative Management:**

- Alternating hot/cold compresses
- Non-steroidal anti-inflammatory drugs
- Splint/braces
- refer to Hand therapist for hand exercises
- Consider Rheumatology referral

### Stenosing tenosynovitis/De Quervain`s

**Clinical History/Investigations**

- Hand USS
- Include details of functional impairment

**Priority**

- Routine
- Dependant on severity

**Conservative Management**

- Splint
- Nonsteroidal anti-inflammatory drugs
- Corticosteroids
- Consider Hand therapy

## Lesions

### Other skin cancers /BCC, SCC

**Clinical History/Investigations:**

- Biopsy Report
- Include details of location, size, duration
- Histology report

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**Priority:**

- Urgent

**Conservative Management**

- N/A

### Melanoma

**Clinical History/Investigations**

- Excisional Biopsy
- Punch biopsy if large lesion
- Include details of location, size, duration, changes noted, Dermoscope features
- Pathology report

**Priority**

- Urgent

**Conservative Management**

- N/A

### Benign skin lesions e.g. naevi

**Clinical History/Investigations:**

- Biopsy
- Include details of location, size, duration, ?changes noted

**Priority**

- Routine
- Dependant on severity

**Conservative Management:**

- N/A

### Malignancies including head, neck, intraoral (mouth a/throat) salivary, gland, connective tissue

**Clinical History/Investigations**

- CT scan and other imaging as appropriate

**Priority**

- Urgent
- ? refer to MMC, Peter MacCullum or St Vincent`s

**Conservative Management**

- N/A

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### Subcutaneous & deep tissue tumours

#### Clinical History/Investigations

- US of lesion
- +/- CT scan if malignancy suspected

#### Priority:

- Urgent
- Routine if no malignancy
- Refer Sarcoma to St Vincent's

#### Conservative Management

- N/A

### Lipoma

#### Clinical History/Investigations

- USS report
- Include detailed information of location, size, duration

#### Priority:

- Routine
- Dependant on severity

#### Conservative Management

- N/A

### Bowen's Disease /SCC

#### Clinical History/Investigations

- Biopsy Report

#### Priority:

- Routine
- Include details of location, size, duration

#### Conservative Management

- N/A

### General

#### Burns and scars

#### Clinical History/Investigations:

- Emergency Department if severe burns
- Include details of site and severity
- Document any treatment already carried out

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**Priority:**

- Semi-Urgent or Routine
- Dependant on severity

**Conservative Management**

- Dressings

**Foreign Body removal****Clinical History/Investigations**

- X-ray or Ultrasound

**Priority:**

- Urgent
- Dependant on severity

**Conservative Management**

- N/A

**Lymphoedema****Clinical History/Investigations**

- CT Scan
- Ultrasound

**Priority:**

- Routine
- Dependant on severity

**Conservative Management**

- Refer to Lymphedema therapist
- Gentle Exercises
- Compression bandage

**Other Chronic sores and ulcers, Pressure sores****Clinical History/Investigations**

- Refer urgent if ulcers infected (cellulitis)
- Include details of location, size duration, colour and prior treatment
- Information on prior treatment, length of time present, treatment already applied

**Priority:**

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### Conservative Management

- Advice to promote skincare and prevent infection
- Cessation smoking
- Imaging of vasculature e.g. Doppler duplex/ultrasound

### Scar revision and scar management

#### Clinical History/Investigations

- Detailed information of site, severity and presence of functional revision

#### Priority

- Routine
- Dependant on severity

#### Conservative Management

- N/A

### Vascular malformation (Birthmark or growth)

#### Clinical History/Investigations:

- Detailed information

#### Priority:

- Routine
- Dependant on severity

#### Conservative Management:

- N/A

### Breast & Abdomen

Please refer to DHHS Guidelines for Aesthetic procedures and indications for surgery in Victorian public health services

### Reconstruction following mastectomy

#### Clinical History/Investigations

- Please complete Aesthetic form

#### Priority

- Routine if post reconstruction
- Dependant on severity

#### Conservative Management

- N/A

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### Reduction mammoplasty, Mastopexy, Removal of prosthesis, Delayed Breast reconstruction

#### Clinical History/Investigations

- BMI and smoking status
- Please complete Aesthetic form

#### Priority

- Routine
- Dependant on severity

#### Conservative Management

- Encourage weight reduction
- Cessation of smoking

### Gynaecomastia and Congenital abnormalities

#### Clinical History/Investigations

- N/A

#### Priority

- Routine
- Dependant on severity

#### Conservative Management:

- N/A

### Abdominoplasty

#### Clinical History/Investigations

- BMI and smoking status
- Please complete Aesthetic form

#### Priority

- Routine
- Dependant on severity

#### Conservative Management

- Encourage weight reduction
- Cessation of smoking

### Ear, Nose, Eyelid

#### Reconstruction (Congenital & traumatic abnormalities)

#### Clinical History/Investigations

- imaging as applicable

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- Detailed information

### Priority

- Routine
- If secondary to trauma

### Conservative Management

- N/A

### Nasal deformity due to trauma e.g. Deviated septum

#### Clinical History/Investigations

- Detailed information

### Priority

- Routine
- Dependant on severity

### Conservative Management:

- N/A

### Nasal reconstruction

#### Clinical History/Investigations

- Detailed information

### Priority

- Routine
- Dependant on severity

### Conservative Management

- N/A

### Rhinophyma

#### Clinical History/Investigations

- Detailed history

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### Conservative Management

- N/A

### Ptosis Ectropion, Eyelid reduction in abnormal cases

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### Clinical History/Investigations:

- Ophthalmologist report
- Refer if causing obstruction of vision

### Priority

- Routine
- If causing obstruction of vision do not refer

### Conservative Management

- N/A

## Soft Tissue Tumours

### Suspected Soft Tissue Tumours (limb/trunk)

#### Clinical History/Investigations

- Please do X ray

#### Priority

- Urgent

#### Conservative Management

- N/A

### Suspected Soft Tissue Tumours at non limb/trunk sites

#### Clinical History/Investigations

- USS of legion
- Include details of functional impairment in referral

#### Priority

- Urgent

#### Conservative Management

- N/A

## Genital

### Vaginal/Penile reconstruction following malignancy

#### Clinical History/Investigations:

- For functional abnormalities refer to Urology Clinic
- If cosmetic, refer to Plastics Clinic

#### Priority:

- Routine

#### Conservative Management

- NA

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**HEAD OF UNIT**  
**Patricia Terrill**

**PROGRAM DIRECTOR**  
**Peter Evans**  
**ENQUIRIES**

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Reviewed: March 2023

# REFERRAL GUIDELINES

## Plastics Clinic

**IMPORTANT:**

The following referral information is mandatory:

**Referral:**

- Date of referral
- Speciality
- Referring practitioner name
- Provider Number
- Referrer's signature

**Patient Demographic:**

- Full name
- Date of birth
- Postal address
- Contact numbers
- Medicare Number
- Interpreter Required

**Clinical:**

- Reason for referral
- Duration of symptoms
- Management to date
- Past medical history
- Current medications
- Allergies
- Diagnostics as per referral guidelines

**Preferred:**

- Addressed to named practitioner
- Duration of referral (if different to standard referral validity)
- Next of kin
- Email address

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