

<b>DATE</b>	<b>TIME</b>	<b>PATIENT DETAILS (Attach sticker)</b>	
<b>TRANSFERRING UNIT</b>		Name	Age
<b>RECIPIENT UNIT</b>		D.O.B.	Sex M / F
<b>TRANSFER TEAM STAFF</b>		ID Number	
<b>PRE-TRANSFER ASSESSMENT</b>		<b>INVESTIGATIONS</b>	
<p><b>History / Examination</b> <span style="float: right;">Admission date / /</span></p> <p>Trauma: <span style="float: right;">Yes / No</span>                  If yes, C-spine protection: <span style="float: right;">Yes / No</span>                  GCS prior to intubation / 15                  Pupils R reactive / non-reactive, size.....mm                        L reactive / non-reactive, size.....mm</p> <p>Transferred from:  <input type="checkbox"/> ICU  <input type="checkbox"/> Ward  <input type="checkbox"/> A&amp;E  <input type="checkbox"/> Theatre  <input type="checkbox"/> Other.....</p> <p>Reason for transfer:  <input type="checkbox"/> Upgrade care  <input type="checkbox"/> Repatriation  <input type="checkbox"/> No bed available unstaffed  <input type="checkbox"/> No bed available full</p>		<p>Hb <span style="float: right;">WCC</span>                  Platelets</p> <p>PT <span style="float: right;">APTT</span>                  Fib</p> <p>Na <span style="float: right;">Ur</span>                  K <span style="float: right;">Cr</span></p> <p>pH                  PaO<sub>2</sub>                  PaCO<sub>2</sub>                  HCO<sub>3</sub>                  BXS                  Lactate</p> <p>ECG</p> <p>C-spine XR                  CXR                  Pelvis XR</p> <p>Special investigations</p>	
<b>CURRENT MEDICATIONS</b>		<b>ALLERGIES</b>	

**PRE-TRANSFER CHECKLIST**

<p><b>Airway / Breathing</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Airway safe or secured by intubation</li> <li><input type="checkbox"/> Tracheal tube position confirmed on chest X-ray</li> <li><input type="checkbox"/> Work of breathing acceptable</li> <li><input type="checkbox"/> Patient improving or stable and not tiring</li> <li><input type="checkbox"/> Adequate gas exchange confirmed on arterial blood gas</li> <li><input type="checkbox"/> Head up tilt 15° – if not spinal cord injury</li> </ul> <p><b>Ventilated patients</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Paralysed, sedated and ventilated plus analgesia</li> <li><input type="checkbox"/> Ventilation established on transport ventilator</li> <li><input type="checkbox"/> Adequate gas exchange confirmed on arterial blood gas</li> <li><input type="checkbox"/> PaO<sub>2</sub> &gt; 13 kPa, SpO<sub>2</sub> &gt; 95%, PaCO<sub>2</sub> 4.0-4.5 kPa</li> </ul> <p><b>Circulation</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Circulating blood volume restored – remember empty patients travel badly!</li> <li><input type="checkbox"/> Heart rate (HR &lt; 120) and BP stable</li> <li><input type="checkbox"/> Tissue and organ perfusion adequate</li> <li><input type="checkbox"/> Capillary refill &lt; 2 secs</li> <li><input type="checkbox"/> Any obvious blood loss controlled</li> <li><input type="checkbox"/> Haemoglobin adequate</li> <li><input type="checkbox"/> Minimum of two routes of large bore venous access</li> <li><input type="checkbox"/> Arterial line and central venous access if appropriate</li> <li><input type="checkbox"/> Blood products available – to be sent with patient?</li> </ul> <p><b>Neurology</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> GCS (trend), pupillary responses, focal signs recorded</li> <li><input type="checkbox"/> Seizures controlled, metabolic causes excluded</li> <li><input type="checkbox"/> Raised intracranial pressure appropriately managed</li> </ul>	<p><b>Trauma</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Cervical spine protected</li> <li><input type="checkbox"/> Pneumothoraces drained</li> <li><input type="checkbox"/> Intra-thoracic and intra-abdominal bleeding controlled</li> <li><input type="checkbox"/> Intra-abdominal injuries adequately investigated and appropriately managed</li> <li><input type="checkbox"/> Long bone/pelvic fractures stabilised</li> </ul> <p><b>Monitoring</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> ECG, Blood pressure (IABP gold standard), SpO<sub>2</sub></li> <li><input type="checkbox"/> EtCO<sub>2</sub></li> <li><input type="checkbox"/> Temperature</li> <li><input type="checkbox"/> Oxygen calculation – twice anticipated need!</li> <li><input type="checkbox"/> Infusions calculation – twice anticipated need!</li> </ul> <p><b>Metabolic</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Blood glucose &gt; 4mmol/l</li> <li><input type="checkbox"/> Potassium &lt; 6 mmol/l</li> <li><input type="checkbox"/> Ionised calcium &gt; 1.0 mmol/l</li> <li><input type="checkbox"/> Acid-base balance acceptable</li> <li><input type="checkbox"/> Temperature maintained</li> </ul> <p><b>Documentation / Communication</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Recipient hospital consultant (plus specialty consultant) aware and accepted – bed available!</li> <li><input type="checkbox"/> Case notes, X-rays, results, blood collected</li> <li><input type="checkbox"/> Transfer letter written and documentation prepared</li> <li><input type="checkbox"/> Transfer bag</li> <li><input type="checkbox"/> Ambulance Service informed – give 20 minute warning!</li> <li><input type="checkbox"/> Relatives informed</li> </ul>
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