



# Collaborative Regional Benchmarking Group

## Transfers in Critical Care



**Aim:** To provide guidance when transferring Critical Care Patients

**Scope:** All adult patients in Critical Care requiring transfer

### Before Transferring a patient consider....

- **Reason** - Can the patients needs be met within existing unit or is the investigation still required?
- **Timing** - Does the transfer need to be done at this time?
- **Team** - Are the right people available to conduct the transfer?
- **Transport** - Ambulance/porters booked and reference number documented?
- **Risks** - What are the predictable risks involved? Will the unit be exposed whilst the team are deployed?

The same principles apply to both Inter and intra hospital transfers

**A risk assessment must be completed. It is the referring Consultants responsibility to ensure that the transfer is appropriate and the transferring team have the necessary skills required.**

### Preparing for transfer

<b>Equipment</b>	Establish on transfer ventilator and secure patient on trolley Full monitoring to ICS Standard Emergency drugs, oxygen, fluid available Transfer bag checked (including battery back up) Consider spinal immobilisation if necessary Specialist equipment e.g balloon pump, warming blankets
<b>Systematic</b>	Full ABCDE assessment Confirm airway secure 2 working and accessible IV access points
<b>Communication</b>	Inform patient (if appropriate) and family Confirm transfer, requirements and ETA with receiving unit/area
<b>Observations</b>	Commence transfer charting on appropriate form Full set of observations recorded then at Confirm patient stable and suitable for transfer
<b>Recent Investigations</b>	Handover documentation completed Copies of notes and investigations to go with patient Confirm radiological images transferred electronically
<b>Team</b>	Skill mix of team appropriate. Assign roles. Protective clothing/high visibility jackets /mobile phone available Is the unit safe to leave?

### After Transfer remember..

- Team Debrief
- Restock Transfer Equipment
- Submit Network paperwork for inter-hospital transfers

Please see your units full guidelines for more information

(V1 2020)