

Training for Transfer Competencies Inter and Intra Hospital Transfer

This competency statement is about the effective coordination and management of inter or intra hospital transfers for critically ill patients, it includes those individuals who require emergency transport to a different location for investigation, treatment, intervention or on-going care.

National Competency Framework for Adult Critical Care Nurses		
Transfer of the Critically Ill Patient		(Step2 - 2.17 & Step 3 - 3.13)
<i>You must be able to demonstrate through discussion application of your knowledge and current evidence based practice in relation to:</i>	Achieved Date / Sign	Agreed Action Plan Date / Sign
<p>Indication for transfer from critical care including the:</p> <ul style="list-style-type: none"> ○ Nature: repatriation, specialised treatment, investigation, continuing care ○ Sequence of expected events ○ Urgency and time critical transfers ○ Reasons for reviewing individuals' priorities needs and the timeframe with which this should be undertaken 		
<p>Policies/Procedure /Guidelines related to the transport of the critically ill patient:</p> <ul style="list-style-type: none"> ○ ICS guidelines ○ Regional Standards ○ Risk Assessment ○ Local Policy ○ Bed Management Systems ○ Transfer Audit Documentation 		
<p>Transfer process including the different considerations for clinical and non-clinical transfer decisions:</p> <ul style="list-style-type: none"> ○ Identification of correct patient ○ Consent ○ Communication with relatives ○ Ethical issues ○ Legal requirements ○ NMC Code of Conduct ○ Bed management / patient flows ○ Local escalation policies ○ DOS bed management system ○ Referral to receiving hospital (including critical care and speciality consultants) ○ Responsibilities of care during transfer ○ Indemnity insurance ○ Competency and skills of transferring personnel ○ Physiological assessment and optimisation pre transfer ○ Patient history, treatments and diagnostic tests ○ Risk assessment of patient physiological requirements and maintenance of homeostasis during transit ○ Infection status ○ Calibration of appropriate equipment ○ Emergency equipment and transfer bag ○ Contingency planning/back up considerations ○ Drug administration during transfer ○ Type of transport required, time critical issues, bariatric patients ○ Communication with receiving hospital prior to transfer ○ Documentation and audit 		

<p>Methods, procedures and techniques for the portable monitoring and the types of equipment required during transfer (outline the calibration requirements and battery life expectancy / expiry date of each):</p> <ul style="list-style-type: none"> ○ Mechanical Ventilator ○ Oxygen supply (including flow rates and journey time.) ○ Vital signs monitor ○ Invasive lines ○ Infusion devices / syringe pumps ○ Suction equipment ○ Transfer bag ○ Spinal board / transfer trolley / ambulance equipment 		
<p><i>You must be able to undertake the following in a safe and professional manner underpinned by current evidence based practice:</i></p>	<p>Achieved Date / Sign</p>	<p>Agreed Action Plan Date / Sign</p>
<p>Implications of standardised monitoring techniques and explain the necessity/appropriateness of each during transfer:</p> <ul style="list-style-type: none"> ○ Continuous ECG ○ Arterial blood pressure v's non-invasive blood pressure ○ SpO₂ ○ Continuous capnography with wave form analysis ○ CVP ○ Temperature ○ Intra cranial pressure 		
<p>Emergency situations that may arise on transit and outline guidelines and techniques that can be adopted to manage this:</p> <ul style="list-style-type: none"> ○ Airway management ○ Alternative ventilation methods ○ Alternative monitoring techniques (non-invasive methods) ○ Basic and Advance life support ○ Interpretation of vital signs ○ Alteration of treatment plans to maintain homeostasis ○ Titration of medications to optimise condition 		
<p>Contents of the local/emergency transfer bag and identify the situations where it may be used</p>		
<p>Pharmacological requirements of the patient being transferred and outline the pre preparation considerations required for drug administration during transfer:</p> <ul style="list-style-type: none"> ○ Assessment and review of all medications and fluids ○ Prescription of medication and fluids ○ NMC Medicines Administration Guidance ○ Local Administration Policy ○ CC3N preparation in advance statement ○ Transport of medication (including tamper evident packaging /seals) 		
<p>Knowledge, skills and competence/experience needed within the accompanying team, and can outline own role and responsibilities for the transfer of:</p> <ul style="list-style-type: none"> ○ Level 1 patients ○ Level 2 patients ○ Level 3 patients ○ Neuro patients ○ Renal Patients ○ Burns Patients 		

<p>Differing types of transport available and make recommendations for which is the most appropriate</p>		
<p>Process for organising the appropriate transport:</p> <ul style="list-style-type: none"> ○ Ambulance service ○ Vehicle specification (including on board resources and equipment) ○ Type of transfer trolley's available ○ Storage of transfer equipment in transit ○ Time critical transfer issues 		
<p>Process for preparing to transfer the critically ill patient:</p> <ul style="list-style-type: none"> ○ Safe assembly of appropriate portable equipment ○ Setting of safe alarm parameters ○ Gathering of extra battery packs, alternative equipment in case of failures ○ Transfer/ emergency bag ○ Clinical notes / radiology reports /recent blood profiles / investigations ○ Assessment of patients physiological requirements during transfer ○ Securing the patient on portable equipment ○ Accuracy of portable monitoring and equipment ○ Reassesses safety / risk factors prior to transfer 		
<p><i>You must be able to demonstrate through discussion application of your knowledge and current evidence based practice in relation to:</i></p>	<p>Achieved Date / Sign</p>	<p>Agreed Action Plan Date / Sign</p>
<p>Process and sequence of communication required for providing oral reports / discussions</p> <ul style="list-style-type: none"> ○ Information and informed consent in the conscious patient ○ Discussion with family members ○ Verbal referral and handover of patients condition to receiving unit / service ○ Handover of condition and physiological requirements to the transfer team/personnel ○ Sharing information with the team in relation to safety, risk assessments and contingency planning ○ Contact receiving unit/service on departure ○ Formal handover to receiving unit/service on arrival 		
<p>Safe moving and handling of the individual and equipment being transferred:</p> <ul style="list-style-type: none"> ○ Principles of moving and handling ○ Kinetic/ prone positioning ○ Health and Safety requirements (moving of equipment) ○ Legal considerations (seat belts, restraining straps) 		
<p>Documentation that needs to be completed in an accurate, concise and systematic manner during transfer, with appropriate duplications:</p> <ul style="list-style-type: none"> ○ Transfer form ○ Vital signs observation chart ○ Nursing Evaluation ○ Reporting of clinical incidents ○ Audit tool 		
<p>Assists in the physiological optimisation/stabilisation of the patient prior to transfer</p>		

<i>Undertake risk assessments in collaboration with the multi-disciplinary team to ensure the patient is fit for transfer</i>	Achieved Date / Sign	Agreed Action Plan Date / Sign
<p>Prepare the resources and equipment required for transfer of individuals including:</p> <ul style="list-style-type: none"> ○ Airway management ○ Portable ventilation ○ Suction Equipment ○ CV Support ○ Vital sign Monitoring ○ Fluid therapy and pharmacological requirements ○ Infusion devices / syringe drivers ○ Transfer bag ○ Spinal board / transfer trolley ○ Warming blanket ○ Psychological Support 		
<p>Locate, calibrate and safely set up monitoring and transfer equipment including:</p> <ul style="list-style-type: none"> ○ Alarm parameters ○ Prepare electromechanical devices ○ Supplementary gases ○ Transportation ○ Establishing optimum level of stability on portable equipment prior to transfer 		
<p><i>You must be able to undertake the following in a safe and professional manner underpinned by current evidence based practice:</i></p>	Achieved Date / Sign	Agreed Action Plan Date / Sign
<p>Maintain the safety and continued treatment of the critically ill patient during transfer:</p> <ul style="list-style-type: none"> ○ Ensure the accuracy of monitoring including the positioning of transducers ○ Ensure alternative non-invasive monitoring is available ○ Secure all portable equipment safely prior to and during the transfer ○ Coordinate aspects of care and treatment during transfer to achieve the best outcomes ○ Identify potential problems that can arise during the actions required to overcome these ○ Identify potential problems that can arise during transfer and actions required to overcome these ○ Identify the prompt and effective action required when there is deviation from the planned care or treatment ○ Take prompt to address any deterioration in the patient's condition taking into account of: <ul style="list-style-type: none"> ▪ Underlying condition of the patient ▪ Intervention undergone ▪ Nature and severity of deterioration ▪ Immediate implications of deterioration 		
<p>Care for the family of the patients being transferred:</p> <ul style="list-style-type: none"> ○ Appropriate information ○ Reasons for transfer ○ Directions to the receiving hospital 		
<p>Access information as required from the DOS database about availability of Level 2 & 3 critical care beds</p>		