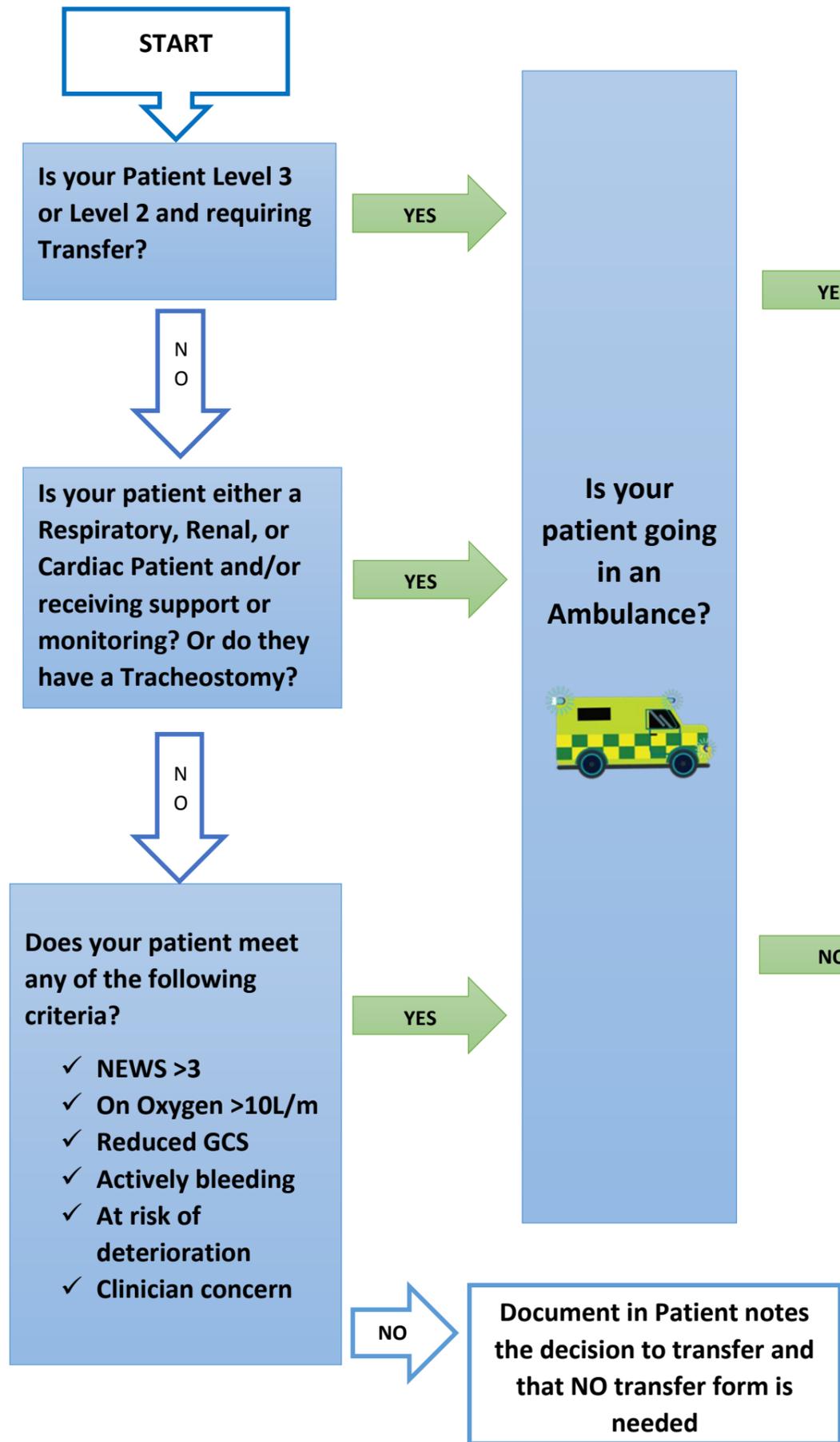


Transfer Triage Tool - for staff transferring acutely unwell patients from ED, ICU, HDU, Enhanced care, Theatres or wards



Start Network Inter Hospital Transfer form

Start your local version of the Network Intra Hospital Transfer form

Use LAS flowchart to request Hospital Transfer 1,2or 3

If your patient is not being escorted then complete this form up to Box 7 as part of your handover to demonstrate safer preparation for the transfer.

After the Transfer

Inter Hospital Transfer Forms

What to do once the transfer is completed?

Once the patient is safely handed over

- Fill in documentation as completely as possible including any relevant details about the patient, ambulance, timings or equipment
- Any issues or problems? Datix?
- White (top) copy stays with the patient at the receiving hospital
- Pink (middle) copy sent to NWLCC Network (address is on the pink copy)
- Blue (bottom) copy returns to your referring hospital

Intra Hospital Transfer forms

What to do once the transfer is completed?

Once the patient is safely handed over or safely arrived back with you then

- Fill in documentation as completely as possible including any relevant details about the patient, timings or equipment
- Any issues or problems? Datix?
- Copy the transfer form
- Leave one copy in the patient notes
- Leave the other copy for the ward department or unit transfer audit person

Department.....

Our audit lead is.....

Please leave forms in.....