



## University of Arizona Division of EMS

### Policy: Interfacility Patient Transfer

#### Purpose:

- To define the steps needed prior to and during the interfacility transport of a patient, applicable to all levels of care provided.

#### Policy:

- ED to ED Interfacility Transfer
  - Documentation of the name of the transferring physician and accepting physician.
  - Documentation that a nurse call from the transferring ED to the receiving ED has been performed
  - prior to departure.
  - EMS personnel must receive an adequate summary of the patient's condition, current treatment,
  - possible complications, code status, and other pertinent medical information prior to assuming care.
  - Perform a telemetry update prior to arrival at the receiving facility and provide, at minimum,
  - updated patient vital signs, patient status or changes in patient status, and ETA.
  - If the receiving facility is capable of providing online medical direction, they should be contacted
  - first in the event orders are needed while en route.
  - If orders are needed and the receiving facility DOES NOT provide on-line medical direction,
  - BUMC-T should be contacted for on-line medical direction. Additionally, an EMS crew may
  - choose to follow any base hospital approved standing orders as needed while en route.
  - If at any time the EMS provider would like clarification of orders provided at an outside facility or
  - a consultation with an on-line medical direction physician that provider should contact the BUMC-
  - T radio room.
- Direct Admits: ED to Inpatient Unit, Inpatient to Inpatient Unit



- Documentation of the name of the transferring physician and accepting physician.
  - Documentation that a nurse call from the transferring ED/department/floor to the receiving department/floor has been performed prior to departure.
  - EMS personnel must receive an adequate summary of the patient's condition, current treatment, possible complications, code status, and other pertinent medical information prior to assuming care.
  - Prior to departure, the EMS crew should confirm the appropriate unit and room number at the receiving facility.
  - A telemetry update should be performed prior to arrival at the receiving facility. At a minimum, the report should provide updated patient vital signs, patient status, or changes in patient status, and ETA.
  - If orders are needed for changes in Administrative Guidelines during the interfacility transport, contact BUMC-T for on-line medical direction.
- Interfacility Patient Transfers Utilizing Existing DNR Orders
    - All orders pertaining to the code status of the patient shall be in writing, on an order sheet, signed by the transferring physician.
    - A signed DNR order in place at the time of the transfer from the referring facility will remain in effect during transfer unless over-ruled by the on-line medical direction authority.
    - A valid prehospital Advanced Directive may be used in place of a written DNR order for the purpose of the transfer.
    - Should the patient expire during transport, contact the receiving facility immediately.
    - If the receiving facility DOES NOT provide on-line medical direction, BUMC-T should be
      - contacted for on-line medical direction