

APPROVAL:

BASE HOSPITAL MEDICAL DIRECTOR

DATE

RESPONSIBLE ADMINISTRATOR

DATE

Policy Number: EMS.15Effective Date: 10/2007Review Date: 12/2007Revision Date: 1/2008

See Also Policy Number: _____

SUBJECT: EMERGENCY INTERFACILITY TRANSFER**POLICY:**

"Interfacility Transport" means a **prearranged** ambulance transport of an individual receiving medical care from one licensed accredited hospital or licensed accredited health care institution to another licensed accredited hospital or licensed accredited health care institution.

PURPOSE:

Interfacility patient transfers on an emergency basis are commonly initiated when definitive diagnosis or therapeutic needs of a patient are beyond the capacity of one facility.

APPLICABLE TO:

All ED staff
Any EMS Agency

IMPLEMENTATION PLAN:

The hospital is committed to the appropriate in-service education of all those affected by a new policy so that implementation will occur in a consistent and informed manner. The administrator (or designee) in charge of the relevant department will be responsible for the in-service education of those employees affected by the policy. There will be an employee sign-in sheet or other similar documentation to establish the employees who have received education on the policy. The appropriate administrator (or designee) will maintain such documentation.

PROCEDURE:

- 1.1 The receiving facility physician responsible for the patient's in-hospital care must be contacted by the transferring physician and agree to accept the patient prior to transfer.
- 1.2 All patients should be stabilized to the best of the sending facilities ability before transfer.
- 1.3 The level of emergency personnel and mode of transportation shall be consistent with the level of care, as determined by the Base Hospital physician.

- 1.4 EMS personnel must receive an adequate summary of the patient's condition, current treatment, possible complications and other pertinent medical information by the physician or nurse caring for the patient. Transfer papers (summary, lab work, x-rays, etc.) shall be given to the EMS personnel.
- 1.5 EMS personnel shall establish contact with a Base Hospital physician for medical direction PRIOR to accepting responsibility for the patient and initiating transport. This will assist in determining that the patient is within the EMS personnel's scope of practice, an appropriate mode of transportation has been selected, to assure the receiving facility has accepted the patient and to determine the ultimate disposition.
- 1.6 Appropriate treatment orders shall be given to the EMS personnel by a Base Hospital physician (receiving facility) in conjunction with the sending physician.
 - 1.6.1 A DNR order in place at the time of the transfer from the referring facility will remain in effect during the transfer unless overruled by the Base Hospital physician.
 - 1.6.2 A valid Prehospital Advanced Medical Directive for Withholding Care may be used in place of a written DNR order for the purpose of the transfer.
- 1.7 The Administrative Base Hospital physician's order are the final authority for prehospital personnel should any conflict in patient management occur.
- 1.8 Reference: SAEMS Regional Interfacility Transfer Protocol #1.18