



NORTHEAST & CUMBRIA CRITICAL CARE NETWORK

INTERHOSPITAL AND INTRAHOSPITAL TRANSFER RECORD

DATE	TIME	PATIENT DETAILS (Attach sticker)	
TRANSFERRING UNIT		Name Age	
RECIPIENT UNIT		D.O.B. Sex M / F	
TRANSFER TEAM STAFF		ID Number	
PRE-TRANSFER ASSESSMENT		INVESTIGATIONS	
<p>History / Examination Admission date / /</p> <p>Trauma: Yes / No If yes, C-spine protection: Yes / No GCS prior to intubation / 15 Pupils R reactive / non-reactive, size.....mm L reactive / non-reactive, size.....mm</p> <p>Transferred from: <input type="checkbox"/> ICU <input type="checkbox"/> Upgrade care <input type="checkbox"/> Ward <input type="checkbox"/> Repatriation <input type="checkbox"/> A&E <input type="checkbox"/> No bed available unstaffed <input type="checkbox"/> Theatre <input type="checkbox"/> No bed available full <input type="checkbox"/> Other.....</p>		<p>Hb WCC Platelets</p> <p>PT APTT Fib</p> <p>Na Ur K Cr</p> <p>pH PaO₂ PaCO₂ HCO₃ BXS Lactate</p> <p>ECG</p> <p>C-spine XR CXR Pelvis XR</p> <p>Special investigations</p>	
CURRENT MEDICATIONS		ALLERGIES	
PRE-TRANSFER CHECKLIST			
<p>Airway / Breathing</p> <input type="checkbox"/> Airway safe or secured by intubation <input type="checkbox"/> Tracheal tube position confirmed on chest X-ray <input type="checkbox"/> Work of breathing acceptable <input type="checkbox"/> Patient improving or stable and not tiring <input type="checkbox"/> Adequate gas exchange confirmed on arterial blood gas <input type="checkbox"/> Head up tilt 15° – if not spinal cord injury <p>Ventilated patients</p> <input type="checkbox"/> Paralysed, sedated and ventilated plus analgesia <input type="checkbox"/> Ventilation established on transport ventilator <input type="checkbox"/> Adequate gas exchange confirmed on arterial blood gas <input type="checkbox"/> PaO ₂ > 13 kPa, SpO ₂ > 95%, PaCO ₂ 4.0-4.5 kPa <p>Circulation</p> <input type="checkbox"/> Circulating blood volume restored – remember empty patients travel badly! <input type="checkbox"/> Heart rate (HR < 120) and BP stable <input type="checkbox"/> Tissue and organ perfusion adequate <input type="checkbox"/> Capillary refill < 2 secs <input type="checkbox"/> Any obvious blood loss controlled <input type="checkbox"/> Haemoglobin adequate <input type="checkbox"/> Minimum of two routes of large bore venous access <input type="checkbox"/> Arterial line and central venous access if appropriate <input type="checkbox"/> Blood products available – to be sent with patient? <p>Neurology</p> <input type="checkbox"/> GCS (trend), pupillary responses, focal signs recorded <input type="checkbox"/> Seizures controlled, metabolic causes excluded <input type="checkbox"/> Raised intracranial pressure appropriately managed		<p>Trauma</p> <input type="checkbox"/> Cervical spine protected <input type="checkbox"/> Pneumothoraces drained <input type="checkbox"/> Intra-thoracic and intra-abdominal bleeding controlled <input type="checkbox"/> Intra-abdominal injuries adequately investigated and appropriately managed <input type="checkbox"/> Long bone/pelvic fractures stabilised <p>Monitoring</p> <input type="checkbox"/> ECG, Blood pressure (IABP gold standard), SpO ₂ <input type="checkbox"/> EtCO ₂ <input type="checkbox"/> Temperature <input type="checkbox"/> Oxygen calculation – twice anticipated need! <input type="checkbox"/> Infusions calculation – twice anticipated need! <p>Metabolic</p> <input type="checkbox"/> Blood glucose > 4mmol/l <input type="checkbox"/> Potassium < 6 mmol/l <input type="checkbox"/> Ionised calcium > 1.0 mmol/l <input type="checkbox"/> Acid-base balance acceptable <input type="checkbox"/> Temperature maintained <p>Documentation / Communication</p> <input type="checkbox"/> Recipient hospital consultant (plus specialty consultant) aware and accepted – bed available! <input type="checkbox"/> Case notes, X-rays, results, blood collected <input type="checkbox"/> Transfer letter written and documentation prepared <input type="checkbox"/> Transfer bag <input type="checkbox"/> Ambulance Service informed – give 20 minute warning! <input type="checkbox"/> Relatives informed	

