



Altoona Regional Health System

TRAUMA CENTER

CHECKLIST FOR TRANSFER

If you need to arrange for the transfer of a patient, please call 1-866-258-2473. This number is answered 24 hours a day, seven days a week, and staff can facilitate the transfer and acceptance processes.

- **WHEN YOU CALL THE FOLLOWING QUESTIONS MAY BE ASKED.**
 - Referring Physician
 - Receiving Department
 - Patient Name, Age and Sex
 - Mode of Transport
 - Be prepared to give brief patient report

- **TO PREPARE THE PATIENT FOR EMERGENT TRANSPORT**
 - High flow oxygen, Appropriate airway management
 - IV access x 2, large bore if available
 - Fully immobilize all trauma patients with rigid cervical collar, long backboard and head immobilization device
 - If possible give patient belonging to a family member

- **HAVE CHARTS, X-RAYS, CT FILMS / READINGS (if available) AND ALL OTHER PERTINENT RECORDS READY FOR TRANSFER**

NOTES: _____

