

Transfer /Transport Checklist for patients from Emergency Department (ED) going to an Acute Mental Health Unit (MHU) in Cork¹.

1. Mental Health assessment has been carried out by a Psychiatrist (Liaison or On-call) in ED
2. ED Doctor has confirmed patient to be Medically Fit for discharge from the ED
3. Psychiatrist (Liaison/On-call) in ED has discussed with relevant Psychiatrist/responsible person in receiving MHU
4. Psychiatrist (Liaison or On-call) and duty Clinical Nurse Manager (CNM) in ED have together discussed transfer procedure including mode of transport and specialising needs during transfer.
5. CNM in ED has informed the patient's family/carers of the transfer and has requested them to follow patient to the MHU
6. CNM has spoken to the CNM in the receiving MHU to agree an appropriate time of transfer to and reception by the MHU staff.
7. A copy of the Mental Health assessment completed by the Psychiatrist (Liaison or On-call) to accompany the staff member escorting the patient
8. A copy of medical and nursing notes from the ED chart to accompany the staff member escorting the patient
9. The ED Nurse escorting the patient during transfer is aware of the need to provide a verbal handover and a handover of relevant documentation to the receiving CNM on the MHU.

Mode of Transport²

Ref: ²A guide to assist matching staff clinical level and mode of transport with the care needs of patients with mental health problems in the Emergency Department. Clinical Guidance Document, 2013. National Emergency Medicine Programme

PATIENT	ESCORT	MODE OF TRANSPORT	Tick
High risk behavioural disturbance INVOLUNTARY	<ul style="list-style-type: none"> • Assisted Admission team 	<ul style="list-style-type: none"> • Assisted admission vehicle with assisted admission team or • Ambulance or Intermediate Care Vehicle (ICV) with paramedic and RGN/RPN/Medical Practitioner when assisted admission team is unavailable 	<input type="checkbox"/>
Moderate to high risk behavioural disturbance VOLUNTARY/INVOLUNTARY Including: <ul style="list-style-type: none"> • For admission to psychiatric unit • Has acute disturbance of mental state • sedated prior to transport* • has capacity to consent to transport 	<ul style="list-style-type: none"> • RGN (Registered General Nurse) or • RPN (Registered Psychiatric Nurse) or • Medical Practitioner 	<ul style="list-style-type: none"> • Ambulance with Paramedic or • Intermediate Care Vehicle with EMT (not paramedic) <p><small>*Note: Patients who are sedated should only be transported in an ICV with the appropriate resuscitation equipment and RGN/RPN/Medical escort</small></p>	<input type="checkbox"/>
Low to moderate risk of behavioural disturbance VOLUNTARY Including: <ul style="list-style-type: none"> • Has capacity to consent to transport and admission • No sedated at time of transport 	<ul style="list-style-type: none"> • RGN/RPN/Medical Practitioner 	<ul style="list-style-type: none"> • Ambulance with paramedic or • Intermediate Care Vehicle (ICV) with EMT (not Paramedic) 	<input type="checkbox"/>
Low risk of behavioural disturbance VOLUNTARY Including: <ul style="list-style-type: none"> • No acute disturbance of mental state • Low risk of harm to self or others • Not sedated at the time of transport 	<ul style="list-style-type: none"> • RGN/RPN/Medical Practitioner or • Competent Carer 	<ul style="list-style-type: none"> • Private transport with competent carer or • *If transfer is on CUH campus, Porter-provided or security provided transport vehicle for low risk transfers only 	<input type="checkbox"/>

* for low risk transfers on the CUH campus only: Porter-provided transport:7.30am-7.30pm; Security-provided transport: 7.30pm-7.30am

Completed by: (both Psychiatrist- Liaison or On-Call, and ED CNM/RGN)

(Psychiatrist- Liaison or On-Call)

(ED CNM/RGN)