



Patient Transfer Guidelines

In order to prepare your patient for a safe and smooth transfer, please make sure the following are done prior to the transport of your patient. Please place completed checklist in patient's transfer packet.

	Done	N/A
Appropriate transfer orders	<input type="checkbox"/>	<input type="checkbox"/>
Four (4) copies of the patient's face sheet	<input type="checkbox"/>	<input type="checkbox"/>
Copy of pt's chart (including H&P/discharge summary)	<input type="checkbox"/>	<input type="checkbox"/>
Current Labs (within the last 12 hours)	<input type="checkbox"/>	<input type="checkbox"/>
Ventilator Patients:		
Current Arterial Blood Gases	<input type="checkbox"/>	<input type="checkbox"/>
(Within 4 hours prior to transport)		
IV Access	<input type="checkbox"/>	<input type="checkbox"/>
Tube Feedings discontinued within 2 hours of transport	<input type="checkbox"/>	<input type="checkbox"/>
(Excluding neonates and eating disorder patients)		
Scheduled medications (to be sent with patient)	<input type="checkbox"/>	<input type="checkbox"/>

Additional Information:

1. Up to two family members may accompany the patient at the discretion of the medical crew
2. Patient and family members must have photo ID
3. Due to space restrictions, baggage is limited to a total of two carry- on bags
4. Baggage is subject to search at the discretion of the flight crew

If there are any questions or concerns, please feel free to call the AirCARE1 flight communication specialist at 505-242-7760. Please fax information to 877-773-0155

Please include this document in the patient packet.