

USA HEALTH: DEPARTMENT of EMERGENCY MEDICINE POLICY AND PROCEDURE

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SUBJECT: UH ED Transfer Documentation

Beginning Monday, March 3, 2025, patients presenting to University Hospital Emergency Department (UH ED) as a transfer from an outside hospital (OSH) accepted by another service (not accepted by our ED attending physician) require a brief evaluation by an ED provider and documentation of that ED evaluation. Care is assumed by the accepting team, with the ED physicians available for assistance if needed.

- The evaluation should be focused on ABC's stability and be done before the patient is taken for imaging studies (e.g. in stroke alert patients).
- The documentation can be brief but should include a brief history, the ABC's and any pertinent exam, an MDM statement (e.g. stable for CT scans or stable to await accepting service for further evaluation), and impression (e.g. rule out acute stroke).
- The documentation can be completed as a free text note or using a note template, until a dedicated template is developed.

Patients presenting to University Hospital Emergency Department (UH ED) as a transfer from an OSH, accepted by an ED attending physician through the Transfer Center, require a full evaluation and typical ED documentation by an ED provider. Care is assumed by the ED team.

The above information does not apply to patients presenting to the UH ED as a direct admission from an OSH who are only physically located in the UH ED due to the lack of inpatient beds.

Notes:

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