NHS Transfer Patients Toolkit

Toolkit Version 1 - Index 04/04/2020

**Transfer - Arrival**

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| **Document** | **Version Control** |
| TA001 – NHS patients transfer process map | To be added by independent provider |
| TA002 – Receiving patients |  |
| TA003 – The transfer and return of patients medical records |  |
| TA004 – Registering NHS patients on local EPR | To be added by independent provider |
| TA005 – Treatment Escalation Plan (TEP) |  |

**Transferred patients – Inpatient stay**

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| **Document** | **Version Control** |
| TP001 – Skills for healthcare support staff |  |
| TP002 – Granting emergency practising privileges | To be added by independent provider |
| TP003a – Safeguarding patients from admission |  |
| TP003b – Multi-agency safeguarding contacts |  |
| TP004 – NHS Patients complaints information guide |  |
| TP005 – NHS Patients complaints process |  |
| TP006 – Managing deceased patients with COVID-19 |  |
| TP007 – Deteriorating patients with no ITU or outreach on site (Lister) | To be added by independent provider Example provided below |
| TP008 - De-isolation of patients with COVID-19 |  |

**Transfer - Departure**

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| **Document** | **Version Control** |
| TD001 – Discharge of NHS patients during COVID-19 pandemic |  |
| TD002 – HCA Multi-agency discharge contacts sheet |  |
| TD003 – Patient handover document (for transfer out to another NHS or independent provider) |  |
| TD004 – Patient handover infection risk assessment form |  |

**Discharge – supporting documents**

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| **Document** | **Version Control** |
| NHS: Hospital discharge information |  |
| NHS: Patient Hospital Discharge Information |  |