

Section: Division of Nursing
Approval: _____

* **PROCEDURE** *

Index: 6170.050a
Page: 1 of 2
Issue Date: August 21, 1990
Revised Date: Jan. 2010

HACKETTSTOWN REGIONAL MEDICAL CENTER

Originator: M. Cornejo, RN
Revised by: A. Patrey, OB Tech
P. Swanson, RN, MSN

NEWBORN SERVICES
(Scope)

TITLE: TRANSPORT OF NEONATE TO ANOTHER HOSPITAL

PURPOSE: To outline procedure for transport of newborn to a facility appropriate to their needs.

SUPPORTIVE DATA: A communication system, which provides receiving physician with appropriate verbal and written information pertaining to the neonate being transferred, is very important.

INCLUDE IN Transport:

1. EMTALA Form
2. Copies of mother's and baby's charts
3. X-rays, if available
4. Cord blood that is properly labeled, if available

CONTENT:

PROCEDURE STEPS:

KEY POINTS:

1. Pediatrician will order transfer after consultation with neonatologist at tertiary facility. OB Tech or RN will call HRMC transportation dispatcher to facilitate arrangements. Transport team from tertiary facility will be utilized.
2. Complete all medical records and give admission meds (where appropriate) and carry out all other orders by pediatrician prior to transport team arrival.
3. Encourage parents to visit with baby in nursery while awaiting transport team arrival and for reassurance of baby's safety and well being.
4. Note on chart in Cerner the time transport team arrives to assume responsibility for baby.
5. Give transport team an update and report on baby, including lab reports, medications, IVs given, and current vital signs.
6. Remove ID bracelet from baby in parent's presence, per identification procedure, and have

Parents and Physician must sign EMTALA form for transport and release of medical records. EMTALA form must be completed by the physician. Transfer order must state: where baby is going, mode of transport, to the service of which doctor, and stable for transport.

Supervisor or Unit Coordinator must be called to check the EMTALA form for completeness.

Promotes bonding.

parent sign footprint form.

7. Have staff make copies of mother's and baby's chart to be transport with baby including copy of EMTLA form. HRMC retains original of both charts and original EMTALA.
8. Remove all non-disposable equipment from baby and remove security transmitter, if applied.(e.g. cardiac leads, etc.)
9. Discharge baby in Cerner system stating that baby is transported to other hospital.
10. Notify attending obstetrician that baby has been transferred.
11. Record information in Newborn transport log.