


Title: Ambulance Report to Emergency Department	<input checked="" type="checkbox"/> Policy <input checked="" type="checkbox"/> Procedure <input type="checkbox"/> SOP
Category: Primary & Advanced Care Paramedic Non-Clinical Dept/Prog/Service: Base Hospital Program	Distribution: NW Region Ambulance Operators & Paramedics, TBRHSC Emergency Department
Approved: Program Medical Director	Approval Date: Sept 1998
Signature: 	Reviewed/Revised Date: May 2017

1. PURPOSE

Patient information required is relayed to the receiving emergency department in order to prepare for the patient. Only relevant or completely necessary information is being relayed to the emergency department. Patch time is kept to a minimum to keep radio channels open for other communication processes. Emergency department has a prepared format for accepting ambulance reports for incoming patients.

2. POLICY STATEMENT

All Paramedics will report incoming patient status to Thunder Bay Regional Health Sciences Centre Emergency Department to ensure a uniform format below and to ensure safe patient transfer of care to prevent risks gaps.

3. DEFINITIONS

- i. Paramedic: as defined in subsection 1(1) of the Ambulation Act Ontario Regulation 257/00

4. PROCEDURE

All Paramedics will follow the “Ambulance Report to Emergency Format” when reporting incoming patients to Thunder Bay Regional Health Sciences Centre, Emergency Department.

- i. Canadian Triage & Acuity Scale (CTAS) score
- ii. Sex
- iii. Age – Patient’s age
- iv. For which doctor – Family doctor
- v. Problem – If the patient you are carrying is a medical patient, give the chief complaint. If you are carrying a trauma patient, give the chief complaint and mechanism of injury.
- vi. Vitals – If the patient’s vital signs are all stable simply say all vitals stable. If the patient has vital signs that are not stable, list the values for the unstable vitals and state that all others are stable.
- vii. Estimated Time of Arrival (ETA)

5. RELATED PRACTICES AND/OR LEGISLATIONS

- i. *Ambulance Act (Ontario) and Ontario Regulation 257/00*

6. REFERENCES

- i. *The Canadian Triage and Acuity (CTAS) Scale Version 2.5 & 2.5B, Canadian Association of Emergency Physicians (CAEP), (2013)*