***BEDS BLACKBERRY***

#627-9052

The **Beds Blackberry** calls are answered between 0730-1600 by the Manager of Corporate Patient Flow at the TBRHSC and the Administrative Coordinator between 1600-2400. After midnight, the BB is answered by the Admitting Department and these calls will be forwarded to the Administrative Coordinator on call if necessary.

***The Process:***

**Physician to physician contact** is necessary in order to book a bed for your patient.

Once the TBRHSC physician accepts a patient to our facility they must contact the Beds Blackberry for bed allocation **prior to patient transfer**.

***Information that will be requested on the BB call***:

**1)** Name of accepting physician

**2)** Sending Facility

**3)** Patient’s name

**4)** Date of Birth

**5)** Admitting diagnosis

**6)** Please indicate whether Pt. will require Telemetry, special isolation or other considerations. Notification of any IV medications such as inotropes, antiarrythmics and insulin as these medications cannot be run on a regular nursing unit. The bed assignment would therefore need to be modified.

***After we receive the physician call:*** the holder of the BB will then contact the sending facility to arrange for transfer to TBRHSC. Information is relayed to our Admitting Department by the BB holder and they will then proceed to “Pre-In” the patient to our electronic system. There is a goal of 24 hours for turn- around time if non-urgent. ORNG requires 24 hours notice for these transfers. **The sending facility is not to send the patient to us until we have called them to confirm acceptance by our physicians.**

**IF THIS IS AN EMERGENT TRANSFER THE CALL SHOULD BE PLACED THROUGH CRITICALL!**

***Please call us for any assistance you may need with transfers.***