



HVREMSCO and HVREMAC Policy and Procedures Manual

Policy Name: Transfer of Care Policy	
Policy Number: PC-13	
Approved by: REMAC	Effective Date: 6/5/2017
Revision Date(s):	Page 1 of 2

Purpose: The purpose of this policy is to ensure the safe and proper transfer of care from one level of provider to another.

Paramedics transferring care to an equal or higher level of care:

Paramedics may transfer care of a patient to another provider within the following provisions:

- When transport is by helicopter critical care team.
- When transport is by another provider/service with the same level of qualifications.
- When patient is turned over to an appropriate receiving facility.
- When ALS capabilities are exceeded (ex. MCI) and patient is triaged to other ALS or BLS services.

Paramedics transferring care to a lower level of provider:

- When the ALS Provider at the scene recognizes that there is no indication for ALS intervention. The ALS provider may release patients not having received, or not requiring ALS care, to Basic Life Support personnel for care and transportation to an appropriate receiving facility provided the presumptive diagnosis does not anticipate the need for ALS care. This can only be accomplished when the lower level provider accepts care.
- When ALS capacity is exceeded (ex. MCI) and patients are triaged to other ALS or BLS services.
- After providing ALS level care, in consultation with online medical control, and with the acceptance of the BLS medical provider. All documentation must include the number of the medical control practitioner.
- When a coroner or other appropriate agency takes custody.
- In each situation, the ALS Provider will document the type of incident on the PCR or appropriate supplemental document.

Key Points/Considerations:

- Providers are responsible for the patient while in their care. The transferring or receiving provider will not be responsible for their counterpart's actions.
- Patients may be transferred to a provider with the same or higher level of training and the same or higher level of on-line privileges within the region.
- Stable patients may be transferred to a provider with a lower level of training and a lower level of on-line privileges within the region.



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- When transferring patients both the receiving and transferring providers should:
 - Ensure that all patient information is transferred to the receiving provider
 - including:
 - Chief complaint, past medical history, current history, vital signs and care given
 - prior to the arrival of the receiving provider;
 - Assist the receiving provider until they are ready to assume total patient care;
 - Be willing to accompany the receiving provider to the hospital if the patient's condition warrants or if the receiving provider requests it.

- The receiving provider must briefly document patient care given prior to receiving the patient.

- Both providers will complete a PCR, as appropriate, detailing the care given to the patient while in their care.

- ALS transferring provider PCR documentation must be delivered to the receiving hospital within two hours of the call

- BLS agencies transferring a patient to a higher level of care must comply with NYS DOH EMS Policy 02-05 and provide paperwork to the transporting agency prior to the patient leaving the scene.

- Any disparity between the providers needs to be resolved by contacting a Medical Control Physician.