



1210 N. Washington | PO Box 389 Plainville, KS | (785) 434–4553 http://www.rookscountyhealthcenter.com

## **Transfer Checklist**

Send copies of:	
Face Sheet	
Labs	
Radiology Disk/EF	KG's
Nursing Document	ation
Completed EMTA	LA form
EMTALA Form (All bla	nks must be filled in)
Consulted Physicia	n name, date, and time
Our provider signa	ture with date and time
Reason for transfer	
Hospital acceptanc	e, bed confirmation, and nursing report
Written risk	
Written benefit	
Mode of transport	
Must have A	ALS/BLS/Helicopter/Fixed wing
Additional I	Personnel
Service Con	tacted
Name/Date/	Time of person contacting transport team
Patient consent	
Personal Belongings:	
With patient	
With family	
Other:	
Place in transfer lo	gbook