

Patient Movement CHECKLIST

Step #	Task	Criteria	Completed
1.	Immediate Actions	<ul style="list-style-type: none"> Person Under Investigation (PUI) isolated Staff in appropriate Special Pathogens Level 1 PPE 	<input type="checkbox"/> Yes <input type="checkbox"/> No
2.	Notification	<ul style="list-style-type: none"> Site <i>Emergency Operations Plan</i> (EOP)/Hospital Incident Command System (HICS) activation Facility leadership notified Local health department/public safety/emergency management activation / coordination 	<input type="checkbox"/> Yes <input type="checkbox"/> No
3.	Gather equipment	<ul style="list-style-type: none"> PPE (per <i>Special Pathogens Donning Checklist</i>) Movement team leader and members¹ Wheelchair or stretcher Building Information Card (BIC) Spill Kit Blankets 	<input type="checkbox"/> Yes <input type="checkbox"/> No
4.	Site Safety	<ul style="list-style-type: none"> Staff don/doff location secured Egress route identified Facility stretcher / wheelchair designated for patient use Identify movement team (Staff in appropriate PPE) 	<input type="checkbox"/> Yes <input type="checkbox"/> No
5.	Operations	<ul style="list-style-type: none"> Movement team leader coordinates with EMS on PUI movement operation Movement team leader decides on hospital staff roles and positions EMS determines patient movement device(s) 	<input type="checkbox"/> Yes <input type="checkbox"/> No

¹ The Movement Team is the group of personnel responsible for moving the PUI from the hospital bed to the transport vehicle. The team typically consists of at least two EMS paramedics and two hospital clinicians; however, factors such as patient size, clinical acuity, and need for ongoing clinical interventions (e.g., manual ventilation) may require additional staffing. The Movement Team Leader will be the EMS officer/paramedic supervisor. The Movement Team Leader will confer with the clinical staff and develop a plan for the move, including (but not limited to) patient management needs and interventions required en route; movement device; adjunctive equipment needed (e.g., patient lift; slider board; linen); egress route/movement path; destination and arrival plan/coordination; and accompanying staff, equipment, and documentation. The Movement Team Leader will also be responsible for the directing the actual lifting, packaging, and moving activities to minimize contamination risk and avoid risks or injuries to the patient or staff.

References:

CDC. Guidance for Developing a Plan for Interfacility Transport of Persons Under Investigation or Confirmed Patients with Ebola Virus Disease in the United States

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6.	Isolation Room	<ul style="list-style-type: none"> Place patient on portable devices (oxygen, cardiac monitor, etc.) as needed Movement leader directs movement (bed to stretcher, bed to wheelchair, wheelchair to stair chair) Team ensures movement device is locked before moving patient Patient moved using proper body mechanics and with care to avoid soiling and cross-contamination from patient's bodily fluids Team awaits confirmation that egress route is clear 	<input type="checkbox"/> Yes <input type="checkbox"/> No
7.	Egress	<ul style="list-style-type: none"> Egress route is cleared and secured from intrusion EMS moves PUI to ambulance. Staff may assist at request of EMS. EMS loads PUI and departs location for designated treatment center or appropriate 911 Receiving Hospital Leadership notifies receiving center on departure 	<input type="checkbox"/> Yes <input type="checkbox"/> No
8.	Site Remediation	<ul style="list-style-type: none"> Affected areas and equipment isolated for disinfection Staff doffs PPE and rehabs per protocol EVS notification 	<input type="checkbox"/> Yes <input type="checkbox"/> No
9.	Documentation	<ul style="list-style-type: none"> Document the incident in the patient record and event unusual occurrence/exposure log 	<input type="checkbox"/> Yes <input type="checkbox"/> No

References:

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