

Luton Red Bag Hospital Transfer Pathway Guide



In Bound to Hospital

CARE HOME



Remember to pack:

- Documentation including:
 - Confidentiality Form
 - Red Bag Checklist
 - CARES Escalation Record (*hospital transfer form*)
 - Care Home Resident's Assessment Form
 - Anticipatory Care Plan
 - MAR Sheet
- And, if applicable:
 - DNACPR Certificate
 - This is Me Leaflet (*for residents with dementia*)
 - Anticoagulant Book
 - Catheter Passport
- Medications (*see Do's & Don'ts Poster*)
- Personal Belongings, including:
 - Clothes for discharge, toiletries
 - Glasses, dentures, hearing aids etc.
 - Any personal aids

Handover packed Red Bag to the Ambulance Crew

AMBULANCE

Remember to:

- Receive the Red Bag from the care home and check the paperwork is present
- Read the CARES Escalation Record (*hospital transfer form*)
- Take the Red Bag in the ambulance with the care home resident
- Handover the Red Bag to the hospital staff receiving the patient and discuss any issues arising
- Remind the receiving hospital staff that the Red Bag must stay with the patient throughout their time in hospital



HOSPITAL

Remember to:

- Receive the Red Bag from the ambulance crew
- Read the documents held in the folder in the back pouch. It contains baseline information and details on the person's general health, medication, needs and preferences
- Store all documents and personal belongings in the Red Bag when they are not being used
- Place an indicator that the patient is a care home resident on the board so all staff are aware (*e.g. red bag magnet*)
- If the patient is transferred to another ward, ensure their Red Bag accompanies them



Out Bound Back to Care Home

- Receive the Red Bag from ambulance / PTS crew
- Unpack the Red Bag using the Checklist, follow up on any discrepancies or missing items with the hospital
- Clean the Red Bag according to the cleaning instructions

- Receive the Red Bag from hospital staff, check the paperwork is present
- Take the Red Bag in the ambulance / PTS vehicle with the care home resident
- Handover the Red Bag to care home staff

- Pack the patient's belongings and documentation in the Red Bag using the Checklist, including:
 - ✓ Discharge Letter
 - ✓ Any Medication (TTOs)
 - ✓ Personal Belongings
- Handover the packed Red Bag to the ambulance / PTS crew