

# Logistics of Inter-Hospital Transfers

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# Presenter Disclosure Information

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## **FINANCIAL DISCLOSURE:**

**No relevant financial relationship exists**

# Vision

To be the Premier  
Regional/National/International  
Physician Access Service

# Mission

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- Streamline hospital-to-hospital transfer system
- Provide one call, 24/7, streamline access for referring physicians to initiate hospital-to-hospital patient transfers
- Facilitate internal and external physician communication

# Access Transfer Center

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- Coordinates inter-hospital transfers to all NYPH campuses, transfer back to referring hospitals and transfer out to other acute care hospitals
- 8000 transfers per year
- Staffed by Critical Care RNs

# Requirements for Patient Transfer

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- Referring physician approving transfer
- Accepting physician at NYPH
- Medical justification for transfer
- Stability of patient for transfer

# Information required to initiate transfer

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- **Patient's name, date of birth and weight**
- **Patient's primary diagnosis/required service**
- **Requested NYPH campus**
- **Name and phone number of sending physician**
- **Name of sending hospital and phone number to nursing unit**
- **Patient's clinical status**
- **Desired time for transfer**
- **Plan of care**
- **Patient's demographic information**

# Transfer Process

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- Physician to physician discussion
- Obtain clinical and demographic information
- Acquire appropriate in-patient bed
- RN:RN report
- Ensure appropriate EMS transport



# Transfer Process con't

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- Provide admitting department with patient's demographic and insurance information
- Obtain insurance verification and clearance prior to transfer for non-emergent cases
- Obtain medical record number
- Update referring and accepting physician of transfer status
- Ongoing follow-up throughout the transfer process
- Accurate data entry into our database

# Contact Information

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- **Main Office**
  - 333 E 38<sup>th</sup> Street, Suite 740
  - 212-746-4703 or 1-800-NYP-STAT
  - 212-746-8737 (fax)
  - [nypstat@nyp.org](mailto:nypstat@nyp.org)
- **On Site Neuroscience Coordinator**
  - Columbia: 212-305-3102
  - Cornell: 212-746-5395