

If this is an Emergency or there is a clinical requirement for transport within 90 minutes, call 000 now



REQUEST FOR NON-EMERGENCY PATIENT TRANSPORT V 2017_1.0

Stretcher Transport		Walker, Walker Assist and Hoist	
Fax: 1300 366 314 (bookings)		Fax: 1300 361 929 (bookings)	
Phone: 1300 366 313 (enquiries/cancellations)		Phone: 1300 360 929 (enquiries/cancellations)	
Is it clinically necessary for the patient to travel by Ambulance?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Does the patient require active clinical monitoring/supervision during transport?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Booking Facility:	Contact Name:	Contact Phone #:	Contact Fax #:
Pick-Up Day:	Pick-Up Date:	Pick-Up Time*: <i>(Must be > 1 hour prior to appt time)</i>	Appointment Time:
*If the pick-up time is prior to 07:00 and the patient is being transported from a Regional area, by submitting this form I acknowledge that I have spoken to the receiving facility and have confirmed that they will accept the patient if they are running late.			
Pick-Up Location: <i>Include full address (and name of facility [if appl.])</i>		Ward/Dept/Residence:	
Destination: <i>Include full address (and name of facility [if appl.])</i>		Ward/Dept/Residence:	
Auth Practitioner:		Practitioner Phone #: <i>(Pub Hosp Appt only)</i>	Pick Up Phone #:
Patient's Given Name:	Patient's Surname:	DOB:	Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female
<input type="checkbox"/> Walker <small>Can ambulate and climb 3 steps with assistance</small>	<input type="checkbox"/> Walker Assist <small>Wheelchair assist to/from vehicle</small>	<input type="checkbox"/> Wheelchair Confined	
<input type="checkbox"/> Low Acuity Stretcher	← One Option only	<p>The Non-Emergency Patient Transport (NEPT) Regulations 2016 set out the classes of transport based on acuity (Low, Medium and High) of the patient and the type of transport (road or air). Acuity must be assessed by an appropriate health professional under Regulation 10(4)(b) which includes a registered medical practitioner, a registered nurse or a paramedic working in the Communications Centre at AV. The authorising health professional is expected to determine that the transport is clinically necessary, and that the patient will be haemodynamically and behaviourally stable for the duration of the transport. Please refer the attached for additional information</p>	
<input type="checkbox"/> Medium Acuity Stretcher			
<input type="checkbox"/> High Acuity Stretcher			
Medical Diagnosis [relating to transport and relevant history only]:		Purpose of transport [e.g. X-ray]:	
Current Vital Signs – (Inter-hospital transfers only)			
HR	BP	RESP	GCS
Infectious Disease: (please specify)		IV additives: (please specify)	
Responsible Party (Billing): <input type="checkbox"/> Patient <input type="checkbox"/> DVA <input type="checkbox"/> Pension/HCC <input type="checkbox"/> TAC <input type="checkbox"/> IHT <input type="checkbox"/> WorkCover <input type="checkbox"/> Subscriber <input type="checkbox"/> Private Health Cover <input type="checkbox"/> Other		Public Hospital Appointment for patient under Pension/HCC OR IHT: Hospital Order Number <input style="width: 150px;" type="text"/> <small>Transports to/from Specialist Patient Clinics or Health Independence Programmes must be booked and authorised by the receiving hospital and will not be processed without an order number – Please note that an UR number is not an Order Numbers</small>	
Reference Number <input style="width: 150px;" type="text"/>			
Special Requirements: <input type="checkbox"/> IV <input type="checkbox"/> Humidicrib <input type="checkbox"/> Infusion pump <input type="checkbox"/> O ₂ <input type="checkbox"/> ETT <input type="checkbox"/> Cardiac monitor <input type="checkbox"/> Syringe Driver <input type="checkbox"/> Guide/Assistance Dogs (with declaration)		Can travel with other patients? <input type="checkbox"/> Yes <input type="checkbox"/> No	Escort: Medical <input type="checkbox"/> Family* <input type="checkbox"/> <i>(*Family Subject to Vehicle Capacity)</i> [max one escort]
Equipment/Mobility Aids: (specify)		Return Trip: Yes <input type="checkbox"/> Est Time <input style="width: 50px;" type="text"/> No <input type="checkbox"/> <input style="width: 50px;" type="text"/> Going for admission <input type="checkbox"/>	Patient Details: <input type="checkbox"/> < 120kg <input type="checkbox"/> Width >50cm <input type="checkbox"/> 120-159kg <input type="checkbox"/> Height >183cm (6ft) <input type="checkbox"/> 160kg+
<small>In most transfers mobility aids and luggage >5kg can't be accommodated. One small bag and walking sticks allowed.</small>			

Assessment of Patient Acuity / Mobility

The Non-Emergency Patient Transport (NEPT) Regulations 2016 set out the classes of transport based on acuity (Low, Medium and High) of the patient and the type of transport (road or air). Acuity must be assessed by an appropriate health professional under Regulation 10(4)(b) which includes a registered medical practitioner, a registered nurse or a paramedic working in the Communications Centre at AV. The authorising health professional is expected to determine that the transport is clinically necessary, and that the patient will be haemodynamically and behaviourally stable for the duration of the transport.

A **low acuity patient** is a patient who has one or more of the following conditions:

- a) Impaired cognitive functioning requiring supervision;
- b) If the patient is not transported by an aeromedical service, chronic diagnosed shortness of breath in relation to which there has been no recent change.

Regulation 11 states that low-acuity patients must be visually monitored by a suitable qualified and competent crew member for the duration of the transport.

A **medium acuity patient** is a patient who requires:

- a) Active management or intervention; or
- b) Specialised equipment requiring monitoring; or
- c) Observation and monitoring of an intravenous infusion that does not contain any vasoactive agent other than glyceryl trinitrate.

A **high acuity patient** is a patient that requires active management or intervention; or one or more of the following: cardiorespiratory support; a higher level of care than that required for the transport of a medium acuity patient; or observation and monitoring of an intravenous infusion that contains vasoactive agents.

Transport by PIPER's neonatal emergency transport service; PIPER's paediatric emergency transport service or ARV, excluding patients who have received treatment and are being returned to their home or transported to another facility. In this regulation, **ARV** means the business unit of Ambulance Service – Victoria, known as Adult Retrieval Victoria; **PIPER** means Paediatric Infant Perinatal Emergency Retrieval operated under the auspices of the Royal Children's Hospital.

Mental Health Patients

Specific to the assessment of a person with mental illness, a registered medical practitioner is a registered psychologist; registered nurse; social worker; or a registered occupational therapist employed or engaged by a designated mental health service. Mental Health Patients cannot be booked for transport via fax. **All bookings for Patients with Mental Health conditions must be made on day and via phone so additional information can be sourced.**

By using this booking form you acknowledge that the information supplied is in accordance with the Department of Health and Human Services Non-Emergency Patient Transport Regulations (2016) and NEPT Clinical Practice Protocols found at www.health.vic.gov.au/ambulance. You further agree that the patient has been fully assessed, and that the documented acuity level is an accurate reflection of the patient's current condition and they are therefore deemed to be suitable for non-emergency patient transport.