Referral to Leeds Hospices from Emergency Department - Triage Form				
Preferred Hospice –		**Date**	**Time**	
Patient name –		**NHS No**		**DOB**
Next of Kin name		**Relationship to patient**		**NOK Contact No**
Next of kin aware of transfer ? Indicate Y/N		**If No** **(give details)**		
GP Practice Postcode		**Main diagnosis**		
Hospital	**Ward**	**Reason for ED attendance:**		
Reason for referral: EOLC		**Referrer's name and contact number:**		

The patient meets following admission criteria:	☐ Prognosis measured in hours/short days ☐ No reversible causes for deterioration/not appropriate to treat these ☐ Decision to transfer ageed by responsible Consultant ☐ Patient (where able) and family understand prognosis and wish for Hospice transfer **OR** ☐ Decision to transfer is a Best Interests decision as patient lacks capacity to be involved in decision making	Each criteria should be ticked
Additional Information:		

Airway Issues:	**Indicate Y/N**
Tracheotomy in situ?	
Suctioning required?	
Oxygen required? Document flow rate	
Patient Safety	
Is a side room required?	
Source isolated ?	

Transport – Book ALL Transport with 1 Escort							
DNA/ CPR		Stretcher		Complex needs requiring nurse escort		Syringe driver	

Hospice staff member receiving information:
Name:
Position:

<table>
<tr><td colspan="5">Hospice audit</td></tr>
<tr><td colspan="5">Patient Transferred?</td></tr>
<tr><td>Yes</td><td></td><td>No</td><td></td><td rowspan="7">Comments</td></tr>
<tr><td colspan="2" rowspan="6">If Y time patient arrived in hospice</td><td colspan="2">If No what prevented transfer?</td></tr>
<tr><td>Inappropriate referral</td><td></td></tr>
<tr><td>No bed available</td><td></td></tr>
<tr><td>Lack of nursing staff</td><td></td></tr>
<tr><td>Lack of medical staff</td><td></td></tr>
<tr><td>Other</td><td></td></tr>
<tr><td colspan="5">Outcome</td></tr>
<tr><td>Date of Death</td><td></td><td>Location of Death</td><td colspan="2"></td></tr>
<tr><td colspan="5">Comments</td></tr>
<tr><td colspan="5">If there were any issues or problems with the transfer please complete an issue log.</td></tr>
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