FirstNet - Ambulance Handover/Offload



Digital Health Quick Reference Guide

This Quick Reference Guide will explain how to: Complete Ambulance Victoria (AV) handover and offload documentation. This QRG is applicable to the nurse receiving a patient from AV.								
 All patients in the AV Waiting Room require a Nursing Comment Av wr AV Wait All patients located in the AV WR require a 'Nurse Comment' to be added to the patient details. Comments should provide information about the disposition i.e plan for where patient is going or where they are not suitable for and why/what we are waiting for and any treatment or actions taken. Nurse Comment Suitable for WR Save Cancel 								
1.	Locate the patient on LaunchPoint and Click on the on the nursing activities column.							
2.	Click on the 'Ambulance Handover' task and it will highlight blue. Select Document .	ADULT,06 UNKNOWN, FEMALE VNNRL 33y F DOB: 01/01/90 Activities Patient Care (1) 1 Patient Care Ambulance Handover 02/07/2023 09:48:45, Stop Date 02/07/2 Comments: Order placed due to patient arrival to the Emergency D	ADULT,06 URN: 7100294 FIN: 21002047					
3.	The ED Ambulance Handover iView task opens. Yellow indicates mandatory fields. The Ambulance off load time is the agreed time between WH and AV. This is reported to the department of health	Ambulance Handover ED Ambulance Handover Ambulance Off Load Time ED AV Vital Signs ED AV Pre-Arrival Treatment / Medication ED AV Psychosocial Concerns ED AV BOO Score ED AV BOO Glucose, Capillary ED AV Spinal Immobilisation ED AV Mobility ED AV Comment Peripheral IV	O2/07/2023 09:52 Peripheral IV Site: Peripheral IV Catheter Type: Connuls Hand Upper arm Writt Other Peripheral IV Catheter Type: Peripheral IV Laterality: Ett Right					
4.	Document any ED AV IVC prese will open the cannula documenta	on admission. Clicking on the on window.	E little grid Peripheral IV Catheter Size: 14 gauge (orange) 15 gauge (green) 0K Cancel					





 Document handover as required. Leave blank if it is not relevant. Click the green tick to save documentation. The documentation is now saved.

A Interactive View and Fluid Balance
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Important

- If the patient arrives via AV the patient will automatically be allocated into the AV waiting room zone on LaunchPoint.
- The AV task and offload time must be documented. This is a HARD stop for discharge/admit.
- If the patient is offloaded to the waiting room the offload time must be documented.

Handy Hint

- After completing the AV handover task you can view, amend or add further detail in 'ED Quick View' iView documentation.
- Once the patient has been moved into a bed they will no longer display in the AV WR.



