



#### **Issue: Medical Evacuation form (Review)**

*Raised by:* Communiqué 07-24

*Background:* A new Medical Evacuation form was released in late 2007, for trial, by all DHCS Remote Health Centres. Hard copies were circulated to all RHB Health Centres for use in a trial capacity.

*Discussion:* An evaluation form was distributed to all RHB health centres, RFDS (CA), Air Med (Top End), Emergency department users, contributors to the design of the form and a PCIS representative. All evaluation comments were tabled in Best Practice group, and reviewed against suitability for inclusion. Edits have been subject to the overarching need to keep the form comprehensive yet succinct, logical in its flow and practical in nature.

The form is now considered ready for formal release. The form should be used at all non PCIS health centres. PCIS sites may utilise the form from the template available within PCIS. PCIS sites may also opt to use a hard copy form where it is appropriate to use hard copy due to the nature of an evacuation. In this instance, while the hard copy form will be useful for the immediate evacuation paperwork, a copy of the form must be scanned into the PCIS record.

The form has been approved by the Information Services Branch

*Consultation:*

- Remote Health clinical staff, Emergency Dept. and retrieval staff at ASH & RDH, AirMed, RFDS, who use / have used the Medical Evacuation trial form.
- Information Services Branch.

*References:* 'Medical evacuation form evaluation comments' spreadsheet (summary of comments from evaluation, tabled at Best Practice)

A range of existing forms including: Admission/Consultation Request (HR-001), Evacuation Checklist (x2), Jabiru Health Centre Medical Evacuation form (plus Neurological Sheet, Trauma Sheet, Burn Sheet), Emergency Department Nursing Assessment (MR-166)

*Outcome:* **A revised [Medical Evacuation form](#) is endorsed for use by all DHF Remote Health Centres.**

Hard copies will be circulated to all RHB Health Centres.

An electronic template has been loaded on PCIS.