




STANDARD OPERATING PROCEDURE FOR TRANSFER OF INFANTS / CHILDREN FROM HOME FOR TRANSPLANT ABROAD	
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Appendices *(as per necessary)*

Appendix 1 - Transport for Infant / Child at home called for Transplant Abroad Algorithm – Nursing Administration

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1.0 Introduction

Infants and children at times require transfer to a hospital outside of the Republic of Ireland for further care and treatment. This may require medical assistance from nursing, nursing and medical or critical care teams.

2.0 Definition of Standard Operating Procedure

The term '**Standard Operating Procedure**' is a way of carrying out a particular course of action and includes operations, investigations, pharmaceutical treatment, examinations and any other treatment carried out

3.0 Applicable to

Nursing Administration, Transfer nurse, CNS, Consultant in charge of patient, medical team on call, Clinical Engineering

4.0 Objectives of Standard Operating Procedure

To ensure the safe and timely transfer of infants / children to another hospital outside of the Republic of Ireland


5.0 Definitions / Terms

NEOC – National Emergency Operations Centre

6.0 Procedures

Nursing Administration

- Communication received from the transplant centre to say potential donor offer.
- Identify latest time patient can arrive at receiving hospital
- Request priority one transport from NEOC and discuss timeline.
- Notify medical team and discuss re need for medical / nursing team to escort
- Recheck and confirm passport details with NEOC.
- Confirm equipment needs of child e.g. weight, luggage e.g. car seat
- Contact parents and ensure mobilizing in progress. Contact Gardaí if required to assist.
- Keep in regular contact with parents
- Confirm transport arrangements and equipment requirements with NEOC
- Provide financial assistance to staff for mission if required
- Confirm transport details with transplant coordinator in receiving hospital.
- Provide ongoing support to family
- Confirm return journey for staff organized if required
- Please see ward transplant SOP if nursing escort required.
- Update relevant teams if transfer occurs out of hours

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7.0 Implementation Plan

Transfer of patient education, will be undertaken at transport of the child overseas study day to be held on a regular basis through CCNE.

8.0 Evaluation and Audit

Monitoring of compliance is an important aspect of procedural documents. However, it is not possible to monitor all procedures. The Logistics Communication plan is audited on an annual basis by the NPDU and reported to the Director of Nursing.

9.0 References

Health Services Executive (2010) *Medical Devices / Equipment Management Policy (Incorporating the Medical Devices and Equipment Management Standard)*. Dublin: Health Service Executive.

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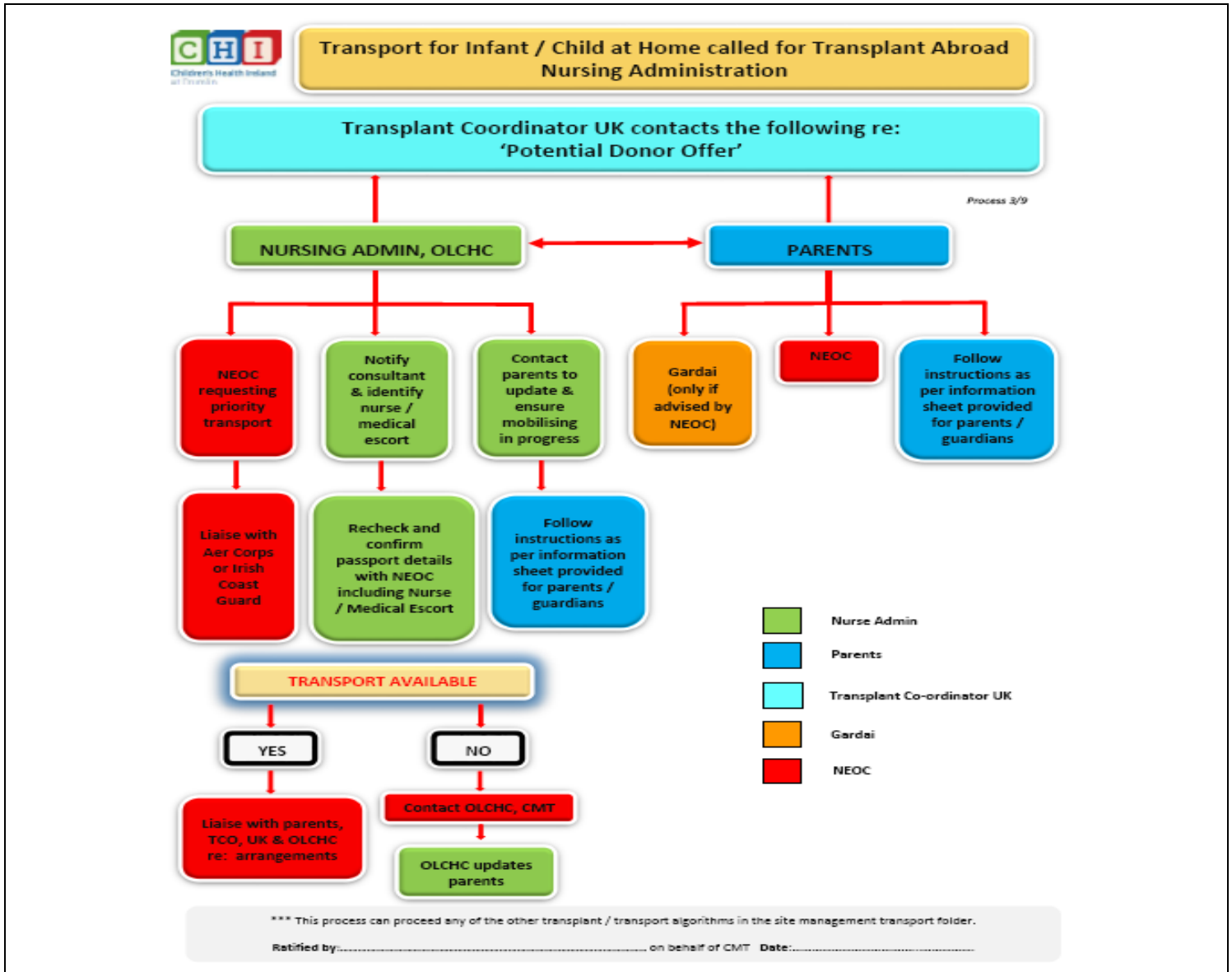
Nurses & Midwives Act (2011)

Freedom of Information Act 2014, Government of Ireland.

Medicinal Products (Prescription and Control of Supply) (Amendment) (No.2) Regulations 201 (S.I. No. 504/201)

11.0 Appendices

Appendix 1 – Transport for Infant / Child at home called for Transplant Abroad – Nursing Administration



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