



Pre-Transfer Call Checklist

This checklist is simply intended to be a resource to help the referring provider collect the information that may be needed during the transfer call to Billings Clinic. This information will help the referring and accepting providers assess the best course of treatment for the patient.

Information Desired

Clinical Patient Information	Use sheet to record values if helpful
Patient Name and Date of Birth	
Description of pertinent medical history	
Any Known Allergies	
Home medication list if available	
CPR Status	

Background	
Admitting diagnosis/# of days at current facility	
List of procedures performed or pertinent treatments administered	
Medications given	

Current State	
Vital signs - Blood Pressure	
Vital signs - Pulse	
Vital signs - Respirations	
Vital signs - O2 Sat	
Vital signs - Temperature	
Current medications/Drips	
Glasgow coma score	
Description of current treatment	
Description of any abnormal lab results	
ABG	
Radiology Results-Are they available via PACs or on CD	