

**SUBJECT:** NON-TRANSPORT GUIDELINES/FOLLOW-UP**SECTION:** 302.12**REVISED:** NOVEMBER 12, 2003**PAGE(S):** 2

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## PURPOSE

- A. To allow a patient an alternative to transport by ambulance to a hospital that is medically appropriate and respects the rights of a competent adult to make prudent decisions.
- B. To insure appropriate care and/or advice has been rendered and to gauge customer satisfaction, when transport by ambulance to a hospital has been identified as not being necessary.

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## POLICY

- A. Patients who are released at the scene by EMS personnel must meet ALL of the following:
  - 1. The patient must have a clearly articulated plan for medical evaluation and/or follow-up.
  - 2. This plan must have a reasonable and prudent transportation plan to reach follow-up medical care.
  - 3. The lead paramedic must concur with the appropriateness of the scene release and the follow-up plan.
  - 4. Patients with minor traumatic injuries must **NOT** meet critical trauma criteria.
  - 5. The patient must sign a non-transport form stating that emergency evaluation has been rendered, transportation offered and that the patient will follow the instructions provided by fire department personnel.
  - 6. The EMS officer will audit 100% of scene releases under this policy.
  - 7. Patient is not impaired due to the influence of alcohol or drugs.
- B. It shall be the policy of the Reading Fire Department to attempt follow-up on all patients seen by EMS personnel, and transport was not deemed necessary by ambulance.

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## NON-TRANSPORT FORM COMPLETION

- A. If the patient meets the above criteria, a non-transport form shall be executed.
- B. The form shall include the basic demographic information and follow-up care recommendations for the patient.
- C. The patient shall sign the form indicating that he/she can seek additional advice or request an ambulance if conditions change.
- D. The pink copy shall be left with the patient.

## **FOLLOW-UP PROCEDURE**

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- A. Follow up calls should be conducted by one of the personnel on the initial call. Where the time of day makes it impractical, follow-up calls should be made as soon as possible.
- B. When EMS incidents occur during times that follow-up calls are not practical, or contact can not be made with the patient, the information should be forwarded to the next shift. Every attempt should be made to follow-up within 24 hours of the initial call.
- C. A follow-up form should be filled out and included with the EMS non-transport form.
- D. Every effort should be made to accommodate any additional needs the patient or family may have.