

VALLEYCARE
OLIVE VIEW-UCLA MEDICAL CENTER/HEALTH CENTERS
DEPARTMENT OF EMERGENCY MEDICINE
POLICY & PROCEDURE

NUMBER: 3256
VERSION: 1

SUBJECT/TITLE: **MEDICAL ALERT CENTER (MAC) PATIENT TRANSFERS TO OLIVE VIEW-UCLA MEDICAL CENTER**

POLICY: MAC transfers to OVMC

PURPOSE: To establish Olive View-UCLA Medical Center Department of Emergency Medicine policy and procedure for patient transfers that specifically involve transfers to Olive View-UCLA Medical Center through the Medical Alert Center (MAC) and to ensure compliance with the Emergency Medical Treatment and Active Labor Act (EMTALA).

DEPARTMENTS: **DEPARTMENT OF EMERGENCY MEDICINE (DEM)**

DEFINITIONS: MAC is an office of the Los Angeles County Emergency Medical Services (EMS) Agency. MAC handles all transfers of patients between county facilities and handles all transfers of uninsured patients from private hospitals to county hospitals. Transfers of these types mainly involve stable patients who require hospital admission. Occasionally, these transfers will be for higher level of care reasons.

PROCEDURE:

1. To transfer a patient into the county system from a private hospital's emergency department, MAC will contact one of the county hospitals. At Olive View-UCLA Medical Center, only the senior emergency residents or attending are allowed to review MAC transfers.
2. Patients for whom Olive View-UCLA Medical Center does not provide adequate services should not be accepted for transfer. These services include:
 - Orthopedic Surgery
 - Neurosurgery
 - Vascular Surgery
 - Cardiothoracic Surgery
 - Oromaxillofacial Surgery
 - Pediatric Intensive Care
3. All MAC transfers will be recorded on the MAC Transfer Form located in

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the DEM MAC Transfer In Book. All pertinent information shall be recorded including the patient name, transferring hospital, presumptive diagnosis, vital signs, pertinent history and exam, lab data and therapies.

4. The DEM resident or attending should attempt to obtain all information necessary to determine if the patient is stable for transfer and can be cared for at Olive View-UCLA Medical Center.
5. In general, the patient should be stable for transfer, except in cases in which Olive View-UCLA can provide a higher level of care than the transferring hospital. In these higher level of care cases, the patient may not necessarily be stabilized prior to transfer. Because of the limited number of subspecialty services that are offered at Olive View-UCLA, these higher level of care transfers to Olive View-UCLA Medical Center are rare.
6. All medical records transferred with the patient shall be placed into the patient's permanent medical record.
7. If a problem arises with a transfer, for example, the patient arrives with unstable vital signs, the DEM resident or attending shall notify the DEM Administration regarding the case and complete the "Problem Transfer" Form.

References:	
Approved by: David Talan (Chief Physician), Jeanne Egusa (Nurse Manager), Vena Ricketts (DEM PI/QI Coordinator)	Date: 06/20/2011
Review Date: 1/87, 8/95, 12/98, 10/00, 3/03, 12/07, 2/11, 06/20/2014	Revision Date: 12/27/07
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