

## NURSING SERVICE GUIDELINES INPATIENT BEHAVIORAL HEALTH

**Guideline:** Transfers to the emergency department



**Policy Number Superseded:**

**Responsibility:** All trained inpatient behavioral health staff

**Effective Date:**  
September 5, 2023

**Purpose of Guideline:** To assure expedient and appropriate care for the inpatient behavioral health patients who require treatment in the emergency department. Treatment of patients from the inpatient behavioral health units to the emergency department should be a rare occurrence necessitated only by degree of injuries sustained or medical complexities for which necessary medical or nursing care is beyond the scope available.

**Initial Effective Date:**  
August 2020

**Procedure:**

When the attending psychiatric/consulting physician requests treatment in the emergency department, the following protocol will be followed:

- (1) Lucas County Emergency Medical Services (911) should be called in cases of potentially serious or life-threatening illnesses and/or injuries.
- (2) Local emergency transportation companies (community EMS) can be utilized as well, for non-emergent transports.
- (3) The patient may be transferred by wheelchair through the tunnel, if appropriate and approved by the physician. Two CPR certified staff members will accompany the patient from inpatient behavioral health unit to emergency department.
- (4) The charge nurse will notify the nursing supervisor (383-1320).
- (5) The charge nurse will notify the emergency department charge nurse (383-1663) regarding the transfer and a brief report will be given at this time.

Guideline:  
Transfers to the Emergency Department

2

- (6) The charge nurse from inpatient behavioral health unit will notify the patient's parent/guardian/representative regarding the purpose of the transfer to the emergency department.
- (7) In the event the patient is admitted to the medical floor, the patient will need to be discharged from inpatient behavioral health unit and a Safety Net (incident report) will need to be completed for a change of condition. Rationale and necessity for medical admission will be indicated in Safety Net.

Approved by:  
*Kurt Kless, MSN, MBA, RN, NE-BC*  
*Chief Nursing Officer*

Initial effective date:  
August 2020

*Review/Revision Completed by:*  
*Tammy Cerrone, BSN, RN,*  
*Inpatient Nursing Director &*  
*Stephanie Calmes, Ph.D., LPCC-S,*  
*LICDC-CS, Administrative Director*

Review/Revision Date:  
September 5, 2023

Next review date:  
September 5, 2023