

PAS SWiftPlus - Transfer

SwiftplusSWiftPlus Transfer

This function allows you to transfer patients to another ward **within** the same hospital. It **cannot** be used to transfer patients to other hospitals.

- From the ward view **Left click** on your patient and select the ‘Transfer’ option from the drop down list
- Check the patients identity; the system will present you with the Transfer screen.

The screenshot shows the SWiftPlus interface for a patient transfer. At the top, it displays the SWiftPlus logo, copyright information (© 2009 EDS), the date and time (Monday 07 March 2011, 10:35:57 AM), and the user's login information (Signed in as : LEAVERCH Sign Off). The main heading is "Transfer".

The patient details table is as follows:

Current Name	MARCOS, Andre
Date of Birth	16-May-1959
Patient Number	CR C031117
NHS Number	
Sex	Male

Below this is a "Transfer" section with a table for transfer details:


Ward	TRWEL
Bay	B
Bed	1
Specialty	GENERAL MEDICINE
Consultant	DR J.N. BARNES
Transfer Date	07-Mar-2011
Transfer Time	10:35
Destination Ward	TR WELLINGTON WARD
New Specialty	GENERAL MEDICINE

At the bottom of the form, there are three buttons: "Cancel", "Shared Care", and "Next".

- The **Date and Time** of transfer will default to the current date and time; update if required.
- Select the **Destination Ward** from the drop down list of options
- If the Consultant and Specialty are remaining the same click the **Next**

button and then **OK**

You will be returned to the Ward View screen and, if your ward displays the Bed Status column, the vacated bed status will change to '**Awaiting Cleaning**'. Your patient will now be displayed in the Awaiting Bed Allocation of the receiving ward.

- To swap your view to an alternative ward click on the Select View button  located at the top left of the screen and select the ward from the available list.
- **Create tracer, - ensure the notes are traced appropriately in PAS.**

Online URL: <https://elearning.cornwall.nhs.uk/site/kb/article.php?id=197>