

# Erlanger Health System Procedure

Origination Date: <u>01/2011</u>		
Approval: <u>JC/RT</u>		
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**Index Title:** Helipad Operations – Patient Off-Loading  
**Originating Department:** LIFE FORCE Air Medical  
**Number:** 7193.702  
**Description for EHS Intranet:** Patient Off Loading

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**\*Policy/Purpose:** To define the unloading and transport of all patients after arriving at Erlanger Health Systems helipad.

**\*Scope:** LIFE FORCE and visiting Air Medical Crews

**Definitions:** HEMS (Helicopter Emergency Medical Crews)

**Procedure:** All HEMS must follow these procedures:

1. After landing at the EMC helipad the helicopter must be shutdown before patient can be unloaded.
2. EHS emergency department staff will not routinely supply staff to unload or transport patients to any patient care areas.
3. If the HEMS crew needs assistance unloading a patient due to patient weight or acuity, they must request assistance during report to the appropriate receiving patient care area.
4. The HEMS crew member will need to obtain a stretcher to load and transport the patient.
5. Stretchers will be located in a holding room on the West end of the helipad. This room is located left of the ramp that accesses the hospital. Each stretcher will have an oxygen cylinder available for crew use during transport.
6. The stretcher will not be available with padding. Helicopters without wheeled stretcher systems will need to use their sleds along with the supplied stretcher.
7. Once patient has been delivered to the patient care area, please return the stretcher to behind the blast shield.
8. If the stretcher is not grossly contaminated, we ask the HEMS crews to wipe the stretcher down. Cleaning wipes will be available inside the double door area at the bottom of the entrance ramp.
9. If the stretcher is grossly contaminated, please notify Life Force Communication Center and the EHS staff will perform the cleaning of the stretcher.

