**Ward to Ward Transfer Checklist**

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| **Criteria** | **Completed** |
| Consultant at TU has spoken to relevant Consultant to agree transfer? |  |
| Patient is optimised for safe transfer? |  |
| All relevant images have been transferred to Leeds PACS? |  |
| Inpatient transfer form ([click here](file:///I%3A%5CWYCCODN%5CTrauma%20Network%20Manager%5CWebsite%5CMTC%20Tertiary%20Referral%20form%20-%20June%202016.pdf)) has been emailed to the Leeds Major Trauma Ward L22 (leedsth-tr.MTCaseManagers@nhs.net)? |  |
| Case Manager has been alerted?**Tel: 0113 24 32799 / Bleep: 2661** |  |
| Secondary transfer to the MTC with 2 days? |  |