

## Manage the transfer of babies between care settings

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### Overview

This standard is about managing the transfer of babies between care settings. It covers the emergency or non-urgent transfer of babies between care settings. A caring and compassionate approach should be adopted in line with current healthcare guidance. Users of this standard will need to ensure that practice reflects up to date information and policies.

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**Performance criteria**

You must be able to:

1. determine the priority of the baby's needs from the referral information and other sources
2. assess and agree the methods of transfer based on the condition of the baby and other relevant factors
3. clarify and confirm with those involved in the care of the baby the information which may be shared with other practitioners
4. discuss options and agree goals for the transfer to meet the baby's needs and the expectations of those involved in the care of the baby
5. provide those involved in the care of the baby with any available evidence based information about the effectiveness, benefits and risks of transfer and associated care
6. discuss the role of those involved in the care of the baby in achieving the aims and goals of the transfer and agree these with all concerned
7. make arrangements for the transfer that are consistent with the baby's priority and their specific requirements
8. obtain the necessary consent for the transfer from the those involved in the care of the baby
9. ensure the that the privacy and dignity of the baby and those involved in their care is protected
10. implement the agreed transfer in a safe and effective manner, using processes that encourage effective participation of those involved in the care of the baby
11. minimise any discomfort to the baby and those involved in their care within the constraints imposed by the transfer
12. encourage those involved in the care of the baby to give the appropriate support to the baby to promote optimum outcomes
13. evaluate the effect of the transfer on the baby throughout the process to ensure that the benefits outweigh the risks, and stop the transfer without delay when the risks are too great to proceed
14. review the outcomes and agree the subsequent action with those involved in the care of the baby
15. make any necessary arrangements in relation to the subsequent action
16. produce records and reports that are clear, comprehensive, and accurate, and maintain the security and confidentiality of information

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**Knowledge and understanding**

You need to know and understand:

1. legal, organisational and policy requirements relevant to your role and the activities being carried out
2. the nature, extent and boundaries of your work role and its relationship to others in the organisation
3. the roles of other health and social care practitioners and how they relate between and across agencies
4. the legal requirements and good practice guidelines on consent, and consent for children, young people and vulnerable adults
5. how to recognise and respond to the signs of injury, abuse or neglect and your responsibility in relation to raising concerns with the appropriate person or agency
6. local systems, procedures and protocols for safeguarding children, young people and vulnerable adults
7. the principle of information governance and the implications for your practice
8. how to communicate effectively with individuals to meet the needs of a socio-economic, culturally diverse population
9. the importance of focusing on the baby as an individual and the focus of care
10. how to respect the diversity and values of individuals
11. the types of non-verbal cues that babies give as part of communication
12. the best available evidence based practice and its role in improving services
13. the health conditions affecting babies in your area of practice
14. the process of adaptation from extra-uterine life
15. the risk factors for premature birth, including fetal, maternal and social influencing factors relative to birth history
16. neonatal development, including physiological, physical, psychological and social development, taking into account gestational age or delivery
17. the characteristics of preterm / term neonate
18. the neonatal physiological systems and problem identification
19. the differing needs of babies at different stages of their lives
20. the impact of positive parenting on the emotional well-being of babies
21. the impact of family and environment on the health and well-being of babies
22. how the needs of babies may affect others
23. the factors that increase the risk of significant harm to babies
24. the procedures for preparing for transportation
25. how to check that gas and power supply are suitable for the transfer of babies
26. how to check the reliability and safety of equipment and support equipment

## Manage the transfer of babies between care settings

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- for transfer
- 27. how to check that equipment is ready to move the baby and that receiving area is ready to accept the baby
- 28. how to plan the most direct and private route during transfer, ensuring the privacy and confidentiality of the baby is protected during the transfer process
- 29. the importance of discussion prior to transport with all involved in the care of the baby and how to contact the relevant people
- 30. the purpose and functioning of incubator, monitoring and treatment equipment used during the transfer of babies
- 31. the use of emergency drugs and resuscitation equipment within a confined or unfamiliar area
- 32. how to use gas supplies in the ambulance, the time constraints of the availability of these resources in relation to journey length and the potential hazards on route
- 33. the power supply and duration of recharge on back-up systems for electrically powered equipment and how to intervene when supplies run low or need replacement
- 34. stabilisation of babies during transportation, including the need to stop the ambulance before carrying out procedures
- 35. the use of monitoring equipment during transfer to anticipate and act upon physiological changes in condition
- 36. how to use local resources and how to conserve own supplies for use on route
- 37. the emergency procedures and protocols in an outside environment, including scheduled checking of emergency equipment
- 38. the appropriate use of speed during transportation, including the safety and stability of the baby and staff on transfer
- 39. the support which may be provided by other emergency services during transfer
- 40. how to liaise directly with the receiving unit to ensure that full requirements of the baby are met at point of hand over
- 41. how to keep records in accordance with organisational policies and procedures

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### External Links

This standard links with the following dimension within the NHS Knowledge and Skills Framework (October 2004):

Dimension: HWB2 Assessment and care planning to meet health and wellbeing needs

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