

Sussex Trauma Network Repatriation Crib Sheet

Networked care relies on timely movement across the network

To clarify the new STN Repatriation Policy, this crib sheet is a simplification of and contains information already in the policy. If there is a conflict, then the latest version of the Policy, as on the STN website takes precedence.

All Trauma Units must ensure they have a Single Point of Contact (SPOC) for sending and receiving patient repatriation referrals. The SPOC should be contacted via single unique e-mail address and ideally also a single unique telephone number.

The SPOC e-mail address should be monitored by team of people, who should have direct access to all the relevant people involved in the escalation process should repatriation timelines breach 48 hours.

Single Point of Contact emails:

MTC SPOC:	uhsussex.major.trauma@nhs.net
St Richards SPOC:	uhsussex.srhsitemanagementteam@nhs.net
Worthing SPOC:	uhsussex.WorthingSiteMangementTeam@nhs.net
Conquest & Eastbourne (ESHT) SPOC:	esht.majortraumarepatriation@nhs.net

MTC SPOC Duties:

- Identify local hospital of patient after admission to MTC – within 48 hours
- Inform SPOC of local hospital (if it is not the MTC) of the admission and potential later repatriation – **First notification** - within 48 hours
- Determine in collaboration with consultant and MDT whether and when the patient is suitable for repatriation
- Complete Repatriation Form and e-mail it and the Rehabilitation Prescription to SPOC of local hospital – **Formal referral**
- Escalate if repatriation information is not received from local hospital within the required timeframes – on a daily basis until conclusion
- Inform MTC clinical staff of who at local hospital to do handover with

TU SPOC (St Richards, Worthing, Conquest, Eastbourne)

- Receive and read e-mails from MTC - **First notification** and **Formal referral**
- After **First notification** start to identify appropriate specialty and receiving consultant
- Ensure bed management team are informed and/or are the SPOC
- After **Formal referral** is received, finalise identification of appropriate specialty and receiving consultant
- Inform MTC SPOC of speciality and receiving consultant with contact details within 24 hours of receipt of **Formal referral**
- Inform MTC SPOC of receiving ward within 24 hours of receipt of **Formal referral**
- Escalate if repatriation decisions are not made within the required timeframes – on a daily basis until conclusion

If patient passes the 48 hour deadline for repatriation, the SPOC escalates to:

- MTC Head of Site Operations
- Trauma Network Manager – Erin Burns erin.burns@nhs.net / 07708 269561

Hospital SPOC and Contact details

Organisation	Single point of contact (SPOC) and other contacts email addresses	Contact names
UHSussex - RSCH MTC	uhsussex.major.trauma@nhs.net stephanie.tilston@nhs.net peter.lane5@nhs.net terece.walters@nhs.net	SPOC Stephanie Tilston – MTC Clinical Lead Peter Lane – Hospital Director – RSCH and the Alex Terece Walters – Hospital Director of Nursing – RSCH & The Alex
UHSussex - Worthing	uhsussex.WorthingSiteMangementTeam@nhs.net katherine.coates@nhs.net uhsussex.WorthingCSMs@nhs.net s.mardlin@nhs.net victoria.cooper7@nhs.net	SPOC Kate Coates – TU Clinical Lead Clinical Site Managers: – Vivienne Jarrett, Kamila Naick, Ashley Young, David Fitzpatrick Stephen Mardlin – Hospital Director – Worthing and Southlands Victoria (Tori) Cooper – Hospital Director of Nursing – Worthing & Southlands
UHSussex - St Richards, Chichester	uhsussex.srhsitemanagementteam@nhs.net vibhor.tiwari@nhs.net alison.ayhan@nhs.net p.miller@nhs.net glen.spruce@nhs.net hetti.parkes@nhs.net charlotte.freeman@nhs.net pamhidzai.stephens1@nhs.net	SPOC Vibhor Tiwari – TU Clinical Lead Alison Ayhan Paula Miller Glen Spruce Hetti Parkes – Trauma Co-ordinator Charlotte Freeman – Hospital Director – St Richards Pam Stephens – Hospital Director of Nursing – St Richards
UHSussex - Trust wide	siobhan.murray5@nhs.net	Siobhan Murray, Managing Director – Unscheduled Care
ESHT - Conquest & Eastbourne	esht.majortraumarepatriation@nhs.net p.cornelius@nhs.net james.flaherty@nhs.net charlotte.obrien14@nhs.net	SPOC Paul Cornelius – TU Clinical Lead James Flaherty Charlotte O’Brien – COO
Sussex Trauma Network	uhsussex.sussextrauma@nhs.net peter.westhead@nhs.net Erin.burns@nhs.net benjamin.hull@nhs.net	Network E-mail Peter Westhead – STN Clinical Director Erin Burns – STN Manager Ben Hull – STN Admin Support

Repatriation Algorithm

