



MESSAGE FORM FOR USE BY HEALTH ORGANISATIONS IN A MAJOR INCIDENT OR SIMILAR EMERGENCY

Date : 26/5/05	Caller's name : Elizabeth Emms -
Time : 14.30	Caller's organisation/role : F&G PCT.
Reference number :	Caller's contact details :

Message :

Informed that PCT had no beds but Sultan Ward G.W.M.H. had but were refusing to take a patient as they "do not admit patients at a weekend"

Spoke to S/N Hyam Barnett on Sultan Ward and informed her that if the patient was medically suitable then the transfere should take place - processes and systems should not stop transfere

Action taken / information given :

S/N Hyam Barnett to contact Julie Turk to confirm transfere. I will contact Diane Wilson on 27/5/05

Name of message taker : A. Smith

If completed message form to be passed on, record name of recipient here and pass on TOP copy only. Retain bottom copy. Code A