



University of Iowa Health Care

Patient Transfer Checklist

Please call 866-890-5969 for patient transfers

In order to facilitate continuity of care, please fax this sheet and the following to the UIHC Transfer Center after patient is accepted for transfer (319-467-5546)

- Face Sheet
- Copy of insurance card if non-emergent transfer (both sides)
- Does patient need an interpreter? Yes _____ No _____

If so, language: _____

Contact Information: Please have the patient or family identify an individual who has authorization to receive information about this patient.

- Name: _____
- Relationship: _____
- Phone number: _____

Please send the following items with the patient/ transferring agency at the time of transfer

• History and physical	
• Nursing record with current vital signs	
• Copies of all pertinent diagnostic studies	
• Laboratory results	
• Medication history	
• Signed Release of Information Form	
• Information on Advanced Directives	