# Ambulance Transfer Taskforce

## Terms of Reference - July 2013

### 1. Establishment

The Ambulance Transfer Taskforce was established by the Minister for Health in July 2013 under the auspices of the Emergency Access Reference Committee to develop policy directives on the roles and responsibilities for health services and Ambulance Victoria (AV) on the transfer of ambulance patients into the Emergency Department (ED).

### 2. Purpose

The Ambulance Transfer Taskforce is a time limited group to provide advice and recommendations to the Minister for Health and the Department of Health on improved ambulance transfers, distribution and responsibility of care for ambulances patients on arrival in the ED.

### 3. Functions and responsibilities

Key activities for the Taskforce to undertake include:

- Consult on and develop guidance on a new approach for the transfer of emergency care

- Provide advice on options for including new data elements in the Victorian Emergency Minimum Dataset (VEMD) to improve the capacity to monitor ambulance patient transfers

- Provide advice on the optimal configuration of data fields for display in an Ambulance Arrival Board in EDs.

The Ambulance Transfer Taskforce will be responsible for:

- Undertaking targeted consultation with the sector (including hosting a ministerial forum with key stakeholders

- Recommending a set of key principles for improved ambulance patient transfers

- Supporting local practice change through workshops, clinical engagement and development of resources such as checklists for reference by health services and AV.

### 4. Membership

Andrew Stripp, Deputy Chief Executive & Chief Operating Officer, Alfred Health, (Chair)

Associate Professor Tony Walker, General Manager Regional Services, Ambulance Victoria

Ms Melissa Tully, Acting Nurse Unit Manager, Western Health

Dr Fergus Kerr, Medical Director Medicine and Emergency CSU, Austin Health

### 5. Reporting arrangements

The Chair of the Ambulance Transfer Taskforce will communicate directly with the Director, Health Service Programs.