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**MILWAUKEE COUNTY EMS  
PRACTICAL SKILL  
RADIO REPORT ELEMENTS  
TO BASE/RECEIVING HOSPITAL**

Approved by: Ronald Pirrallo, MD, MHSA
Signature:
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**Policy:** Paramedics will provide a patient report to the base. The communicator will then forward the patient information to the receiving hospital. Some information collected is needed for all patients; some additional information is more helpful depending on the chief complaint and whether the patient is stable or not.

Necessary information on all patients given in the following order:

- Transporting unit
- Case Number
- Receiving hospital
- Age and Sex
- Chief complaint
- Most recent set of vitals
  - Complete BP is preferred, palpated if necessary
  - Pulse
  - Respiratory rate/breath sounds
  - Mental status (AVPU) or GCS if trauma patient
  - Pupils
- ECG rhythm
- Skin Temperature, Color and Moisture (if applicable)
- IV - yes or no; if patient is unstable with no IV, indicate why there is no IV established
- O<sub>2</sub>
- SPO<sub>2</sub>, ETCO<sub>2</sub>
- Working Assessment (Protocol followed)
- Pertinent medical history related to patient's present chief complaint (when relevant)
- Treatment / Interventions provided
  - Medications administered
  - Procedures initiated (C-spine precautions, etc.)
- Results of treatment / Interventions
- Estimated time of arrival

"Nice to have" information:

- Patient's cardiologist (if patient is having a cardiac event)
- If enrolled in research protocol

Information that can wait until hospital arrival

- Patient's medications - unless patient has OD'd on one of them
- Patient's allergies - unless it's a medication that the patient is likely to receive in the ED

**Sample patient report to the base:**

MED unit: MED (#) requesting channel for report

Communicator: MED (#) go to frequency # and stand-by

When acknowledged, MED unit will provide report as follows:

MED unit: We are en route to (receiving hospital) with a \_\_\_-year-old (male/female) complaining of \_\_\_.

Patient has BP of \_\_\_/\_\_\_, pulse of \_\_\_, and respiratory rate of \_\_\_ with \_\_\_ (breath sounds). Mental status is \_\_\_.

ECG rhythm is \_\_\_. ALS interventions include \_\_\_ (IV, ET, medications, etc.). Procedures performed include \_\_\_ (C-spine precautions, O<sub>2</sub>, etc.). Results \_\_\_ Patient has improved. ETA is \_\_\_ minutes.

**NOTE:** This policy is also policy 10-2.4 in MCEMS Communications Manual