# Patient/client/resident identification Inter- and Intra-Health Authority Relocation

The following is a guideline is to ensure safe and effective patient/client/resident identification during site-to-site relocation. This includes recommendations for identification and tracking of personal effects and is not an exhaustive list. This process builds upon identified lessons learned from previous relocation events, as well as existing practices.

## Recommendations

1. The sending site must ensure that the patient/client/resident is fitted with a wristband indicating their personal identifying information. This bracelet should be white and made of a robust/tamper-proof material.

*Note: In the event a bracelet is not available, another means that is not easily removable may be utilized.*

The minimum information required on identification bracelets is the patient/client/resident’s:

* + **Name**
  + **Date of Birth**
  + **Sending Site**
  + **Receiving Site**

1. The sending site must ensure that personal items travelling with patient/client/resident are labelled with an adhesive label or fitted with a wristband indicating the owner’s personal identifying information. Adhesive labels and/or bracelets should be white and made of a robust/tamper-proof material.

Personal items include but are not limited to luggage, mobility equipment, medical equipment, and medication.

1. The minimum information required on personal item labels is the patient/client/resident’s:

* **Name**
* **Date of birth**
* **Sending Site**
* **Receiving Site**
* **Item # \_\_\_\_ of total # \_\_\_\_**

1. In tactical evacuations, i.e. when time to pack or prepare is limited, personal belongings may be collected in a plastic bag or pillow case and the minimum identifiers noted above must be indicated using a sharpie and/or adhesive label.

## Other considerations

### Colour-coded wristbands

Consider using colour-coded wristbands to identify critical components of patient/client/resident’s care plan. This can help personnel who may not be familiar with the patient/client/resident to rapidly identify high risk conditions that, if not easily identified, could lead to injury or harm to the evacuee or care provider. For example:

* Red wristband = Allergies
* Yellow wristband = Fall Risk
* Purple wristband = Violence/Aggression Risk

### Colour-coding for transport

White wristbands and adhesive stickers can be marked, as needed, by sending site with highlighter pens to expedite the evacuation process and transport loading. Specifically:

* Designate each transport vehicle with a colour.
* Mark the patient/client/resident’s wristband with the colour that represents the vehicle they will be travelling on.
* Ensure all patient/client/resident belongings are marked with the same colour. This promotes easily identifying which patient/client/residents and belongings need to travel on the same vehicle.

**Example:**

*Three buses are coming to the site to pick up the patient/client/residents. Staff have named these buses with colours: the “pink” bus, the “blue” bus, and the “green” bus.*

*Mr. Smith has been booked to travel on the “pink” bus. Sending site staff will mark Mr. Smith’s wristband with pink highlighter to indicate that he will be travelling on the “pink” bus. All the adhesive labels on Mr. Smith’s belongings will also be marked with pink highlighter to ensure that they travel on the same vehicle as him.*