

Queensland Paediatric Checklist

Children's Health Queensland Retrieval Service (CHQRS)

Queensland Paediatric Retrieval Checklist

Notify Paediatric Medical Coordinator (PMC) via RSQ immediately if any deterioration**AIRWAY****Invasive Ventilation**

- ☐ Appropriate size ETT
- ☐ C-spine immobilisation
- ☐ ETT secured - [QCH Taping Guide](#)
- ☐ NGT/OGT - appropriate size on free drainage
- ☐ CXR - confirm ETT/NGT placement

HFNP [QCH High Flow Nasal Therapy](#)

- ☐ Correct sized prongs for L/min flow
- ☐ Flow - 2-3L/kg/min
- ☐ NGT - appropriate size on free drainage
- ☐ [OptiFlow size spec sheet](#)

BREATHING**If intubated and ventilated**

- ☐ Visually check adequacy of ventilation (chest wall movement)
- ☐ Ventilation parameters - discuss with PMC via RSQ
- ☐ Monitoring - SpO₂/EtCO₂ trace
- ☐ ABG/VBG

Troubleshoot vent:

- ☐ ETT leak
- ☐ Right main bronchus intubation
- ☐ Suction
- ☐ Eliminate dead space e.g. HME size
- ☐ Correct circuit/ HME size

CIRCULATION

- ☐ 2x PIVC - secured, patent, 3-way tap, extension: [QCH PIV Taping](#)
- ☐ Full monitoring - ECG/NIBP/CRT
- ☐ Maintenance fluids/bolus as required
- ☐ Inotropes - discuss with PMC via RSQ [CREDD](#)
- ☐ Accurate fluid balance

NEUROLOGICAL

- ☐ Check pupils
- ☐ GCS/AVPU
- ☐ Maintain spinal precautions
- ☐ Sedation/analgesia/paralysis - discuss with PMC via RSQ
- ☐ BSL
- ☐ Consider TBI checklist [Neuroprotection Checklist](#)

OTHER

- ☐ Consider location e.g. resus, ICU, HDU
- ☐ Drug infusions in 50ml syringes
- ☐ Target temperature
- ☐ NBM, anti-emetics
- ☐ IDC - appropriate size
- ☐ Pressure area/skin assessment
- ☐ All drugs signed and timed
- ☐ Draw up medications due during transfer
- ☐ Paediatric ARP (PARP) up to date

PAPERWORK AND PATIENT

- ☐ **Treating clinician available for handover when retrieval team arrive**
- ☐ Patient arm band in situ
- ☐ Medical/nursing notes
- ☐ Medication chart/fluid balance
- ☐ Imaging/pathology available/PACS transfer
- ☐ Referral letter
- ☐ Patient's own medications
- ☐ Child Protection concerns

- ☐ Parental consent to transfer obtained
- ☐ Limit luggage to 1 bag (max 10kg)

**Please NEVER PROMISE a parent they can travel with the patient
as this is not always possible and can change last minute**

CHQ-GDL-01442 V2.1 Review April 2025

