



UNITED STATES TRANSPORTATION COMMAND

508 SCOTT DR
SCOTT AIR FORCE BASE, IL 62225-5357

9 October 2009

MEMORANDUM FOR ALL MTF/CCs

FROM: USTRANSCOM/TCSG

SUBJECT: Patient Identification during Patient Movement Policy

1. The primary mission for patient movement is to provide safe, quality care. Maintaining positive identification is paramount to achieving this goal. Recently, TRAC2ES has been updated with the ability to print self-adhesive ID bands. These bands will help provide two points of identification necessary for administering medication and/or treatments during patient movement. This applies to all regulated patients and attendants.
2. When patients are validated for movement, the sending facility or staging facility shall attach a plastic-type sleeve band on the patients extremity, normally around the left wrist (when possible). The patient's information should be typed or printed from TRAC2ES and include: last name, first name, rank, last four, blood type and destination facility. Only in extreme cases will handwritten labels be acceptable.
3. This policy letter updates guidance in JP 4-02.2 *Joint Tactics, Techniques, and Procedures for Patient Movement in Joint Operations*; DODI 6000.11; *Patient Movement* and AFI 41-307: *Patient Considerations and Standards of Care*. These regulations are in the process of being updated. Implementation date for this policy is 90 days from the date of this letter.
4. ID band resupply information and procedures are both attached to this letter. My point of contact for this policy is Lt Col Christle A. Shavers, Chief, Patient Movement Safety Program.

A handwritten signature in cursive script, reading "L. M. Riddles MD", is positioned above the typed name.

LAWRENCE M. RIDDLES, Colonel, USAF, MC, CFS
Command Surgeon

Attachments:

1. Distribution List
2. ID Band Stock information
3. ID Band procedures

Distribution List

DEPARTMENT OF THE ARMY SURGEON GENERAL-HCO
HEADQUARTERS UNITED STATES AIR FORCE/SURGEON
HEADQUARTERS UNITED STATES MARINE CORPS; HSS
OFFICE OF THE CHIEF OF NAVAL OPERATIONS/N931
UNITED STATES AFRICAN COMMAND/SURGEON
UNITED STATES CENTRAL COMMAND/SURGEON
UNITED STATES COMMAND FORCES IN EUROPE/SURGEON
UNITED STATES JOINT FORCES COMMAND/J02M
UNITED STATES NORTHERN COMMAND/SURGEON
UNITED STATES PACIFIC COMMAND/SURGEON
UNITED STATES SPECIAL OPERATIONS COMMAND/SURGEON
UNITED STATES SOUTHERN COMMAND/SURGEON
UNITED STATES STRATEGIC COMMAND/SURGEON

cc:

AFDW/SG
AFRC/SG
AMC/A3
AMC/SG
ANG/A3
ANG/SG
GPMRC
JPMRC
MSC/SG
SDDC/SG
TPMRC-E
TPMRC-P

Attachment 2:

PN: PLS 306
SOS: NewBold Corporation
450 Weaver St
Rocky Mount VA 24151
1-800-552-3282 X1315
540-489-4393 (fax)
540-489-2315 (direct dial)
540-354-7999 (cell #)
mark@newboldcorp.com
www.newboldcorp.com

POC: Mark Hathaway

Advanced Scientific - item ID 6515LPLS306 at \$490 per box.

TRAC²ES AMC Patient Identification Wristband

The Patient Identification (ID) Wrist Band capability of TRAC²ES-Web allows the patient movement clerk, or their functional equivalent, the ability to select a report that will print a durable self adhesive ID tag or band which can be placed on the patient, the patient's baggage, and patient's attendant. This increases patient safety in allowing providers to positively identify a patient to render care, treatment, or to dispense medication. The Wristband Report will not be bundled with any existing reports, so users can search for patients from a new search ID Band(s) screen within the **Reports** sections, as well as from **Search Mission**. The patient ID band will contain the following information taken from the patient's PMR:

- Patient Last Name
- Patient First Name
- Patient's DOB
- Patient's Originating MTF
- Patient's Rank
- Patient's Destination MTF
- Cite Number
- Patient Status
- Patient Blood Type
- Patient Allergy Indicator (Y/N)
- Bar Code

TRAC²ES 16-Jan-2009 (Julian Day:016) [Logout] Documents Home MyTRAC²ES PATIENT MOVEMENT (PM)

TRAC²ES Form 3898 PMR Mission ITV Report Facility Tools Back Window

MTF Information | Individual Regulating Status | Transport Group Report | PMR Archive | RA Information | Statistical Summary | PMR | Patient ITV Report | Patient Itinerary | AMC Wristbands | Mission Manifest | MTF Bed Capability

View ID Bands

MESSAGE

1 Patient Record(s) matched your search criteria.

SEARCH ID BAND(S) Enter criteria to search for ID Bands below.

STEP 1 - ENTER PATIENT INFO. * Indicates Required Fields.

Cite Number: PMR State: All PMR States

*Originating MTF: A0069 Search Destination MTF: A0015 Search

Transport ID:

Ready Date Range: From To Planned Transport From To
 Departure Date Range: To

STEP 2 - CHOOSE DISPLAY OPTIONS:

of Rows to Display: 20

Clear Fields Search

SEARCH RESULTS Select patient(s) to print.

to Print: 1

Patients				Associated Attendants				
Select Patient(s)	Name / Cite #	Transport ID	Rank / Status	MTF: Orig. / Dest.	Blood Type / Allergy Indicator	Select Attendant (s)	Name	Type / Status
<input type="checkbox"/>	Trainer, Rocky L. 0901410833	-	E06 A11 - Army Active Duty	WALTER REED AMC, WASH DC BROOKE AMC- FT SAM HOUSTON	ONEG No	<input type="checkbox"/>	Trainer, Janet	FM A41

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Clear Checked View ID Band(s)

Figure 1 Search ID Bands Search Results.

Descriptions of these fields, as well as special formatting instructions if applicable, can be found in **Table 1**.

The authorized user can specify how many ID wristbands to print for each patient. The addressograph paper allows for three bands per page. Only one ID wristband can be printed for the attendant of the patient. A description of attendant fields can be found in **Table 1**.

The patient identification report will be available to view and print when the patient's PMR is in the following states:

- Validated
- Ready
- Planned
- Executing

Table 1. AMC Patient ID Wristband Data.

Field Name	Description
Patient Last Name	Last and First Name will be appended into one field, data may be truncated if space limitation is exceeded, i.e. Name: Richardson, John.
Patient First Name	Last and First Name will be appended into one field, data may be truncated if space limitation is exceeded. See above for example.
Patient Origin MTF	Origin MTF will display MTF Name, data may be truncated if space limitation is exceeded, i.e., Originating: 249th FLD Hosp (Bagram).
Patient Destination MTF	Destination MTF will display MTF Name, data may be truncated if space limitation is exceeded, i.e., Destination: Landstuhl Regional Medical Center GE.
Patient Rank	Patient Rank will display code for rank, i.e., Rank: E4.
Patient DOB [Date of Birth]	Patient's Birthday: format – mmddyyyy.
Patient Status	Patient Status will display code for status, i.e., Status: A11.
Patient Blood Type	Blood Type will display code, i.e., Blood Type: A+.
Patient Allergy Indicator	Allergy will display Yes or No for indication of allergy, i.e., Allergy: NO.
Bar Code	Bar Code will incorporate PMR Cite Number.
Cite Number	Cite Number will be incorporated in Bar Code, numerical listing presented under bar code.

Table 2. Attendant ID Wristband Data.

Field Name	Description
Attendant Last Name	Last and First Name will be appended into one field, data may be truncated if space limitation is exceeded, i.e., Attendant Name: Richardson, John.
Attendant First Name	Last and First Name will be appended into one field, data may be truncated if space limitation is exceeded. See above for example.
Attendant Status	Attendant Status will display code for status, i.e., Attendant Status: A11.
Patient Last Name	Last and First Name will be appended, data may be truncated if space limitation is exceeded, i.e., Patient Name: Richardson, John.
Patient First Name	Last and First Name will be appended, data may be truncated if space limitation is exceeded. See above for example.
Patient Origin MTF	Originating MTF will display MTF Name, data may be truncated if space limitation is exceeded, i.e., Originating: 249th FLD Hosp (Bagram).
Patient Destination MTF	Destination MTF will display MTF Name, data may be truncated if space limitation is exceeded, i.e., Destination: Landstuhl Regional Medical Center GE.
Bar Code	Bar Code will incorporate PMR Cite Number.
Cite Number	Cite Number will be incorporated in Bar Code, numerical listing presented under bar code.

Once a patient is identified for patient movement, the PM Clerk will create and submit a PMR and receive a validated PMR assigned to a planned mission.

To create a patient ID Band Search, select either **Mission** or **Report** from the Main Menu.

Search Mission

1. From the main menu, select **Mission**, then **Search Mission** (see **Figure**).

The screenshot displays the TRAC²ES application interface. At the top, a navigation bar includes links for 'Form 3899', 'PMR', 'Mission', 'ITV', 'Report', 'Facility', 'Tools', 'Back', and 'Window'. The 'Mission' link is highlighted, and a sub-menu is visible with 'Search Mission' selected. Below the navigation bar, the page title is 'Mission > Search Mission'. The main content area is titled 'SEARCH MISSION' and contains the following sections:

- STEP 1 - ENTER SEARCH TYPE:** Search Type: General Mission Search Mission For Approval
- STEP 2 - ENTER SEARCH CRITERIA:**
 - Mission ID:
 - State:
 - Precedence:
 - Type:
 - Airfield: [Search](#)
 - AE Crew:
 - CCATT:
 - Date Range From:
 - Date Range To:
- STEP 3 - CHOOSE DISPLAY OPTIONS:** # of Rows to Display:

At the bottom right, there are two buttons: 'Clear Fields' and 'Search'.

Figure 2 Search Mission Menu

2. Enter the Mission ID into the **Mission ID** field.
3. Click **Search** button. The **Search Mission Results** displays.
4. Click the **Select Process** dropdown, shown in **Figure 3**.

Search Type: General Mission Search Mission For Approval

STEP 2 - ENTER SEARCH CRITERIA:

Mission ID: TRNR0142009 State: All States

Precedence: All Precedences Type: All Types

Airfield: Search

AE Crew: All CCATT: All

Date Range From: dd/mm/yyyy Date Range To: dd/mm/yyyy

STEP 3 - CHOOSE DISPLAY OPTIONS:

of Rows to Display: 20

Clear Fields Search

MISSION SEARCH RESULTS Select process to perform.

Process	Mission ID	Date-Time	Precedence	State	Type	AE Crew	CCATT	Created On
SELECT PROCESS	TRNR0142009	014 2009 0945	Routine	PLANNED	Air Evacuation	Yes	No	Lo-Side

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Figure 3. Mission Search Results-Select Process.

5. Select **Print Identification Bands**. A list of the patients that are assigned to the desired mission will display, as shown in Figure 4.

6. Select the individual patient(s) that you want to print an ID band by clicking the box beside the patient's name. If a patient has an attendant assigned to them, you must click the box beside the attendant's name.

Mission > View ID Bands

MESSAGE

- 2 Patient Record(s) are associated with this mission.

SEARCH RESULTS Select patient(s) to print.

to Print: 1

Patients						Associated Attendants		
Select Patient(s)	Name / Cite #	Transport ID	Rank / Status	MTF: Orig. / Dest.	Blood Type / Allergy Indicator	Select Attendant(s)	Name	Type / Status
<input checked="" type="checkbox"/>	Trainer, Rocky L 0901410633	-	E06 A11 - Army Active Duty	WALTER REED AMC, WASH DC BROOKE AMC- FT SAM HOUSTON	ONEG No	<input checked="" type="checkbox"/>	Trainer, Janet	FM A41
<input checked="" type="checkbox"/>	Wagoner, Saul N 0600120002	-	E06 A11 - Army Active Duty	WALTER REED AMC, WASH DC BROOKE AMC- FT SAM HOUSTON	- Yes			

Showing 1 to 2 of 2 | First | Prev | Next | Last

Clear Checked View ID Band(s)

Figure 4. Mission Search Results – Patient List.

7. Click the **View ID Band(s)** button and a PDF file opens with the patient ID bands up to three to a page as displayed in **Figure Error!** No text of specified style in document.. The attendants' wristbands will display on a separate page.

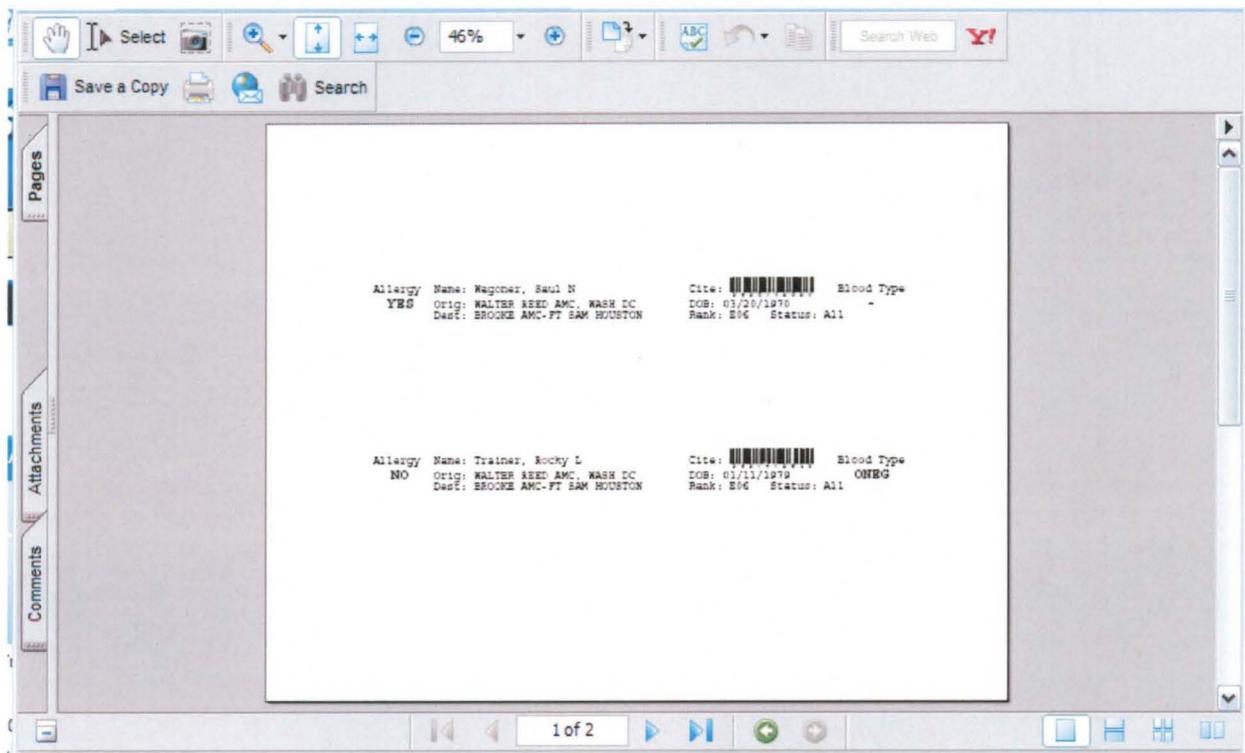


Figure Error! No text of specified style in document.. PDF ID Band Report-Mission Search.

8. Click the **Print** icon on the PDF tool bar.

Note: The Addressograph paper must be placed in the mapped printer and then print the ID bands from TRAC²ES-Web. Addressograph product allows 3 bands to print on one sheet.

9. Remove the ID band from the Addressograph sheet and place on the patient, baggage, and attendants (as required).

10. Enter a note in the PMR ITV Remarks section which states that the patient received an ID band.

11. Submit PMR ITV event.

Search Reports

1. From the main menu, select **Report**, then **AMC Wristbands. View ID Bands** screen displays (see **Figure 6**).

TRAC²ES

Form 3899 PMR Mission ITV Report Facility Tools Back Window

RA Information | Transport Group Report | PMR Archive | MTF Information | **Individual Regulating Status** | Statistical Summary | Patient ITV Report | Patient Itinerary | MTF Bed Capability | **AMC Wristbands** | Mission Manifest | PMR

View ID Bands

SEARCH ID BAND(S) Enter criteria to search for ID Bands below.

STEP 1 - ENTER PATIENT INFO. * Indicates Required Fields.

Cite Number: PMR State: All PMR States

*Originating MTF: Search Destination MTF: Search

Transport ID:

Ready Date Range: From To

Planned Transport Departure Date Range: From To

STEP 2 - CHOOSE DISPLAY OPTIONS:

of Rows to Display: 20

Clear Fields Search

Figure 6. Reports AMC Wristbands Search ID Bands.

2. Enter the Originating MTF into the mandatory **Originating MTF** field.
3. Click the **Search** button. The Search Results screen displays with the list of patients that have the originating MTF that you entered in the search.
4. Select the patient or patients and their attendants that you desire to print Patient ID Bands by clicking in each checkbox next to their name, as displayed in **Figure 7**.
5. Print the number of Patient ID Band reports you require for each patient by selecting the number from the **# to Print** dropdown, as displayed in **Figure 7**.

NOTE: Attendant bands will not have the option to select a quantity.

SEARCH RESULTS						Select patient(s) to print.		
# to Print: 1						Associated Attendants		
Select Patient(s)	Name / Cite # /	Transport ID / PMR State	Rank / Status	MTF: Orig. / Dest.	Blood Type / Allergy Indicator	Select Attendant (s)	Name	Type/ Status
<input checked="" type="checkbox"/>	Hass, William J. 0600510012	Validated	E05 A11 - Army Active Duty	WALTER REED AMC, WASH DC REYNOLDS ACH, FORT SILL OK	-	<input type="checkbox"/>		
<input checked="" type="checkbox"/>	Drefke, Reginald 0600910002	HofTransport1 Planned	E05 F11 - Air Force Active Duty	WALTER REED AMC, WASH DC US NAVHOSP NAPLES IT	-	<input type="checkbox"/>	McDuffe, Crystal	FM F11
<input checked="" type="checkbox"/>	Johnson, Frank 0614110760	TRANSPORT ID Planned	O08 N11 - Navy Active Duty	WALTER REED AMC, WASH DC EISENHOWER-AMC, FT GORDON	-	<input type="checkbox"/>	Jackson, Frank A.	DR A11
						<input type="checkbox"/>	Jane, Betty B.	FD A11
						<input type="checkbox"/>	Smith, Joe C.	FM A11

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Clear Checked View ID Band(s)

Figure 7. ID Wristband Search Results.

4. Click the **View ID Band(s)** button and a PDF file opens with three ID Bands to a page as displayed in Figure . The attendants' wristbands will display on a separate page.

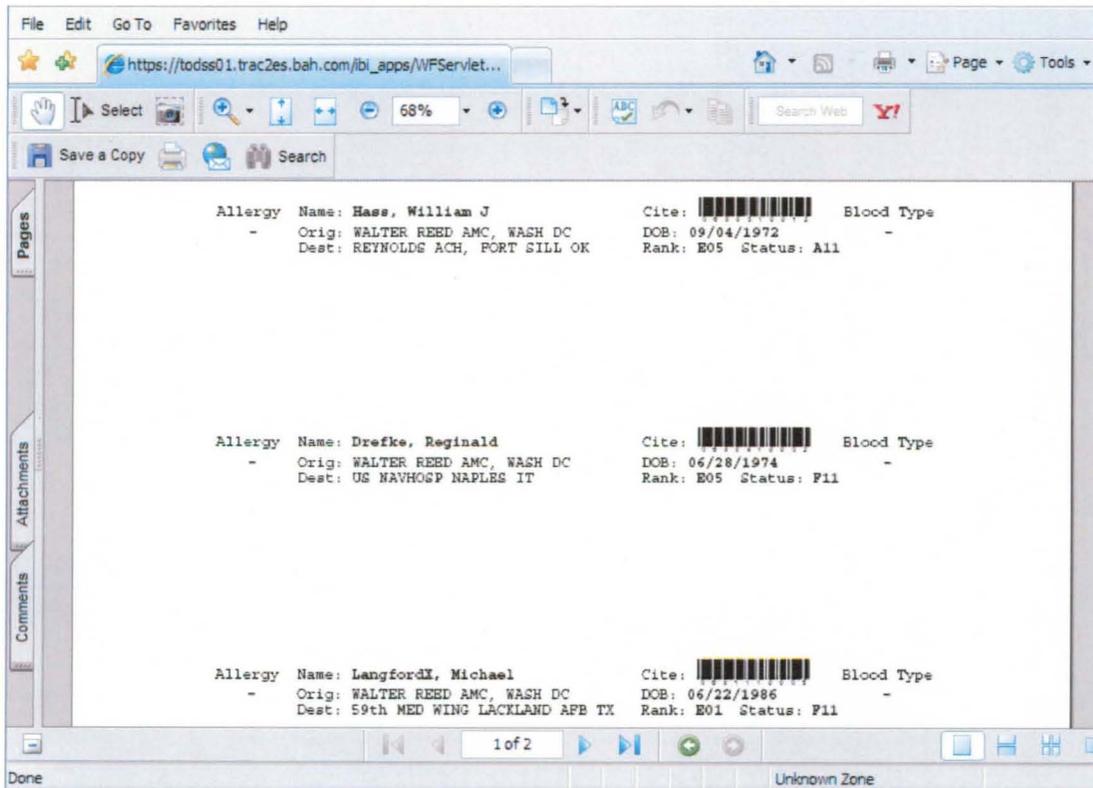


Figure 8. PDF ID Band Report.

5. Click the **Print** icon on the PDF tool bar.

Note: The Addressograph paper must be placed in the mapped printer and then print the ID bands from TRAC²ES-Web. Addressograph product allows 3 bands to print on one sheet.

6. Remove the ID band from the Addressograph sheet and place on the patient, baggage, and attendants (as required).

7. Enter a note in the PMR ITV Remarks section which states that the patient received an ID band.

8. Submit PMR ITV event.