

Neonatal - Transfer to a different bedspace

This is only for Neonatal critical care units in the Trust as there is no CareFlow link for bed movements within Neonatal units

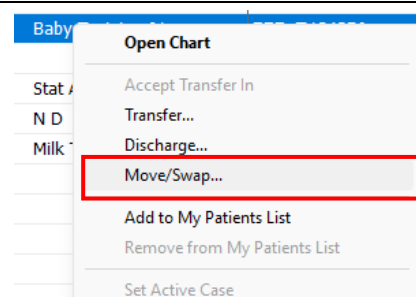
There are three separate methods to moving a patient to a new bedspace within the same unit on ICCA

You can transfer the patient by dragging and dropping them from the census page to the new bedspace

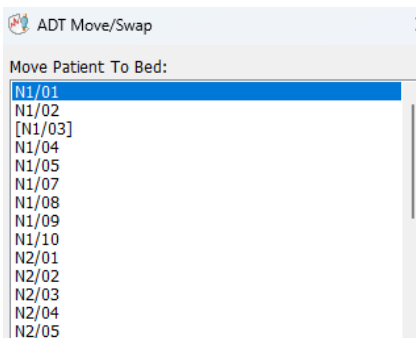
◀ Census for TMBU (Test)

Bed	Patient Name
N1/01	Baby Benjamin Test 4.0
☒ N1/02	Baby Moni
[N1/03]	
☒ N1/04	Baby
N1/05	Baby Training 01
N1/06	

You can also right-click the patient and click **Move/Swap**



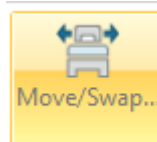
Select the bedspace from the list



Click **OK**

OK

Lastly, you can select their row and click **Move/Swap** in the banner



Then select the bedspace and click **OK**, as above

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If you try to move the patient to an occupied bedspace you can automatically swap the patients if it is a direct swap – Only confirm this if it is a direct swap	