

**BARNES-JEWISH HOSPITAL  
ORGANIZATIONAL POLICIES/PROCEDURES**

**TITLE:** Air Transportation/ Helipad Usage

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**Policy Statements**

- A. Barnes-Jewish Hospital (BJH) utilizes the helipad located on the Southwest Tower building. In the case that it is determined that the landing on the BJH helipad is not safe, (i.e., inclement weather, obstruction to the pad or other unforeseen event) an attempt will be made to land at the St. Louis Children's Hospital helipad. If this is not feasible, the alternative landing site located in Forest Park across from the hospital will be used. Landing coordinates for the Forest Park site are N38 degrees x 37.9 minutes; W 90 degrees x 16.3 minutes. ([See attached map.](#))
- B. The Public Safety department of BJH is responsible for the safety and security of the areas. This includes: Preparing the landing zone (if alternative site used), fire equipment maintenance and assisting in non-patient care duties as needed to safely and properly transport the patient to the appropriate area within BJH.
- C. The general condition of the BJH pad (clearing and de-icing) is the responsibility of BJH Housekeeping department.
- D. The Emergency Department (ED) does not respond to any patient except those coming to the ED.
- E. If utilizing the St. Louis Children's Hospital Helipad: No one is allowed on the pad when a helicopter is present except the St. Louis Children's transport team or Security personnel.

**Procedure**

- A. Obtain equipment (as needed): Stretcher, oxygen tank, medication transport box, airway box, monitor/defibrillator, landing zone equipment (if alternative site used).
- B. Procedure for managing the helicopter patient landing at the **BJH helipad**:
  - 1. The incoming helicopter will contact the ED Communication Center Nurse by phone (362-9166) or by radio concerning the patient's arrival.
  - 2. If the patient is coming to the ED, the Communication Center Nurse will do the following:
    - a. Inform the appropriate ED Attending Physician/ EM PGY 3 or 4 and any other physicians of the arrival.
    - b. Inform nursing staff
    - c. Determine which ED staff will be needed to respond to the patient
    - d. Inform the Public Safety Department (362-9150) of the patient arrival
  - 3. If the patient is a Direct Admission (D/A), the Communication Center Nurse will contact the floor or ICU where the patient is going to advise them of the patient's estimated time of arrival to the floor/ICU.
  - 4. The responsible health care team should:

- a. Respond to the helipad with the appropriate transport equipment such as a stretcher, portable oxygen, suction, medication kit, and monitor/defibrillator as requested by the transporting crew.
  - b. The Public Safety staff will approach the helicopter ONLY after clearance from the pilot.
  - c. All Barnes-Jewish Hospital or Washington University staff who respond to the helipad should follow the direction of the Public Safety Officer on the helipad at all times. Staff are to approach the helicopter ONLY after clearance from the Public Safety officers.
  - d. The helicopter crew will transfer the patient to a stretcher (if indicated) and transport the patient to the appropriate BJH area.
5. Communications at the helipad may be accomplished by either the helicopter's HEAR system or by Public Safety Officer's radio
  6. Equipment brought to the ED with the patient should be cleaned and placed in the EMS equipment room near the TCC Area of the ED.
  7. All Public Safety Officers and ED personnel utilizing the BJH helipad will receive annual training on helicopter response and safety standards.

C. Procedure for managing the helicopter patient landing at the **SLCH helipad**:

1. The incoming helicopter will contact the BJH ED Communications Center Nurse by phone (314-362-9166) or by radio concerning the patient's arrival. The incoming crew will make them aware that the decision has been made by their pilot to land at the alternative landing site.
2. The BJH ED Communications Center Nurse will inform the Security Department (314-362-9150) of the arrival to the alternative landing site.
3. The BJH ED Communications Center Nurse will call St. Louis Children's ED (314-454-6121) and inform them of the request, patient information and their estimated time of arrival.
4. The BJH ED Communications Center Nurse will call Abbott Ambulance (314-768-1212) and request their presence at the alternative landing site.
5. If the patient is a Direct Admission, the BJH ED Communications Center Nurse will contact the floor or ICU where the patient is going and advise them of the patient's estimated time of arrival.
6. The patient will be transferred to a stretcher by the helicopter and/or ground crew taken through the SLCH EU and transported by the ground ambulance to the appropriate BJH area.
7. A BJH Emergency Department staff member or an agent, designee or contractor of BJH will accompany the patient to BJH.

D. Procedure for managing the helicopter patient landing at **Forest Park site**:

8. The incoming helicopter will contact the BJH ED Communications Center Nurse by phone (314-362-9166) or by radio concerning the patient's arrival. The incoming crew will make them aware that the decision has been made by their pilot to land at the alternative landing site.
9. The BJH ED Communications Center Nurse will inform the Public Safety Department (314-362-0750) of the arrival to the alternative landing site.
10. The BJH ED Communications Center Nurse will call Abbott Ambulance (314-768-1212) and request their presence at the alternative landing site.
11. The BJH ED Communications Center Nurse will call the St. Louis Mounted Patrol at 314-444-1296 to inform them of the need for the alternative landing zone and the ETA of the patient.
12. The BJH ED Communications Center Nurse will call the Park Rangers at 314-289-5350 to inform them of the need for the alternative landing zone and the ETA of the patient.
13. If the patient is a Direct Admission, the BJH ED Communications Center Nurse will contact the floor or ICU where the patient is going and advise them of the patient's estimated time of arrival.
14. The Public Safety Department will do the following:

- a. Dispatch out an emergency response to an available mobile public safety officer and the public safety charge officer.
  - b. The mobile public safety officer will pull the emergency landing light equipment located in the public safety equipment room in the CAB public safety office and respond to the alternative landing site.
  - c. Each public safety mobile vehicle contains a 5 lb. powder form fire extinguisher and additional 10 lb. fire extinguisher to the alternate landing site.
  - d. The mobile public safety officer will be met by the public safety charge officer at the alternative landing site.
  - e. Both of the officers will assemble the required landing zone equipment and assist as needed with non-patient care duties.
  - f. The public safety officers will approach the helicopter ONLY after clearance from the pilot.
15. The patient will be transferred to a stretcher by the helicopter and/or ground crew and transported by the ground ambulance crew members to the appropriate BJH area.
16. All public safety personnel utilizing the alternative landing site will receive annual training on helicopter response and safety standards.
- E. Requests for air ambulance transportation.
1. When staff request air ambulance transportation, they will ensure that they inform the requested air ambulance service if they are being requested to respond to a call that has been previously refused or aborted by another air ambulance service(s) due to unfavorable weather conditions.
  2. Staff will also inform the requested air ambulance service that other helicopters are en route to or at BJH on a frequent basis.
- F. Construction affecting daily operations near helipad.
1. When construction on or near the campus has the potential of affecting the air traffic route of the air ambulance services, communication will be occur with security, trauma services, environmental health and safety and emergency services on the plan prior to start. Communication will then be distributed to services affected prior to the start date.

**Resources/References:**

Colleen Becker, MSN, RN, CCRN, Executive Director, Perioperative Services

Douglas Schuerer, MD, Medical Director, Trauma Services

Michael Lauer, Director of Public Safety

Sara Reid, B.A., J.D. Senior Staff Consultant, Legal Services

Hans Trefny, Manager, Environmental Health and Safety

**Attachment I**  
**Alternative Helipad**

