

Procedure

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| CCHMC Trauma Service Procedure | Procedure Number | TR-19 |
| Car Seat – In-Patient (Burnet, College Hill, & Liberty Campus) | Effective Date | 8/31/2022 |
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1.0 SCOPE

To ensure the safety of CCHMC patients during transportation in a private vehicle who do not currently have an appropriate child restraint system (car seat/booster seat)

2.0 DEFINITIONS

- 2.1. **Infant seat (BURNET ONLY):** *Rear facing only* car seat that is designed to accommodate a child primarily during the first year of life; used for child weighing 3 – 35 pounds and 15.75 – 32 inches; distributed at Burnet for **NICU** patients weighing less than 10 pounds
 - 2.1.1. Label on rear facing only car seat states a child weighing a minimum of 4 pounds and 17 inches can use the car seat. Trauma Services has a letter from the manufacturer stating a retroactive change to the minimum required weight being 3 pounds and 15.75 inches. Contact Trauma Services at 803-RIDE (7433) for a copy of the letter.
 - 2.1.2. If the infant is less than 3 pounds or 15.75 inches, see “*Car Seat Loaner for Special Needs Population*” procedure TR-20
- 2.2. **Convertible seat (BURNET and LIBERTY)** Seat that can be used *either rear or forward facing* depending on the age/weight/height of child; two different convertibles may be used based on supply availability. Check registration card for seat name.
 - 2.2.1. Sonus Convertible **rear facing** 5 – 40 pounds with height between 19 – 40 inches; **forward facing** 22 – 50 pounds and height of 28-50 inches
 - 2.2.2. **Titan 65 Convertible rear facing 5 – 40 pounds with height between 19 – 40 inches; forward facing 22 – 65 pounds with height between 28 – 54 inches**
 - 2.2.3. Child must remain rear facing until a **minimum** of 2 years old per manufacturer’s instructions; however, the *American Academy of Pediatrics* recommends that a child remain rear facing to the upper weight/height limit of the car seat
- 2.3. **Combination seat (BURNET ONLY):** *Forward facing only* seat that can be used with the internal harnesses up to a designated weight/height; harnesses can be removed at a designated weight/height and used as a high back booster seat
 - 2.3.1. Current seat can be used with harnesses 22 – 65 pounds with height 28 – 50 inches
 - 2.3.2. Use as a booster from 40 – 110 pounds with height of 44 – 57 inches and at least 4 years old
- 2.4. **Booster seat (BURNET and LIBERTY):** *Forward facing only* seat used once the child outgrows a traditional car seat, and who is at least 4 years of age (per manufacturer’s instructions); assists with proper positioning of lap and shoulder belts
 - 2.4.1. Booster seats can be either high back or no back
 - 2.4.2. Current no back boosters can be used from 40 – 120 pounds with height of 44 – 57 inches. There must be a headrest behind child when using a no back booster.
 - 2.4.3. High back boosters can be used 40 – 120 pounds and height of 44 – 57 inches with back and 40 – 120 pounds with height of 44 – 57 inches with the back removed.
- 2.5. **Car beds, special needs car seats, and vests are available through CCHMC Special Needs Loaner Program ONLY, see “Car Seat Loaner for Special Needs Population” procedure TR-20**

3.0 PROCEDURES

- 3.1. **CCHMC staff member on the patient’s care team identifies that family may not have appropriate car seat for patient**
- 3.2. **Determine eligibility**
 - 3.2.1. Family/patient must meet all of the following:
 - 3.2.1.1. Patients **admitted** to CCHMC ONLY
 - 3.2.1.2. There is a financial need, at the discretion of the CCHMC staff member distributing the car seat

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3.2.1.3. Child does not currently have an appropriate car seat or booster seat (due to motor vehicle collision; seat is expired; child never had one; etc.)

3.2.2. Exclusions:

3.2.2.1. NOT for the family that forgot their seat, already has a seat or for other family members; these families may purchase a seat at the Family Resource Center at the Burnet Campus

3.2.2.2. NOT for temporary use or loan (unless as part of the Special Needs Loaner Program; see procedure TR-20)

3.3. Request car seat and assistance

3.3.1. Burnet Campus

3.3.1.1. **If 10 am – 4 pm, Monday through Friday (excluding CCHMC holidays)**, please complete the *Car Seat Screen* within the *Discharge Planning* section of the *Admission Navigator* (or the corresponding flowsheet) in Epic to request car seat and assistance upon patient admission. Once this has been completed, an Inbasket message will be sent to the team of certified child passenger safety technicians (CPSTs) who will respond to or triage the request.

3.3.1.2. **If weekend, CCHMC holiday, or after 4 pm**, please call the **Operations Coordinators of Managers of Patient Services (MPS)** at 636-0348. A member from that team will respond to the request.

3.3.1.2.1. If no answer, leave a message and an Operations Coordinator from MPS will return your call promptly to respond to your car seat needs

3.3.1.2.2. Should family require further assistance, please refer to 3.3.1.1

3.3.1.3. Exclusions:

3.3.1.3.1. For NICU patients, please direct requests for car seats and assistance to the social worker on the unit, who will respond accordingly

3.3.1.3.1.1. Should family require further assistance, please refer to 3.3.1.1

3.3.2. Liberty Campus

3.3.2.1. Nursing staff on LA4 will be provided with instructions and education from the nurse educator regarding car seat selection and storage for in-patients at this location. Once a need is identified, the unit nurses will have the capability to proceed with steps 3.4 – 3.6 to distribute a car seat.

3.4. CCHMC staff member identified in 3.3 selects appropriate car seat (see definitions above)

3.5. CCHMC staff member identified in 3.3 (excluding 3.3.1.2), provides education to parent/guardian by selecting the appropriate car seat video on Trauma eChirp or MyChart Bedside

3.5.1. If 3.3.1.2 applies, Operations Coordinator from MPS will defer to CCHMC staff member on patient's care team to provide education referenced above.

3.6. CCHMC staff member identified in 3.5 distributes seat and completes documentation

3.6.1. Distribute new car seat to family

3.6.2. Select the car seat packet that corresponds to the type of car seat being distributed from the department's designated storage location, and then complete all fields of the *In-House Distribution Form*

3.6.2.1. Verify that the *In-House Distribution Form* has the appropriate box correctly marked, corresponding to the car seat being distributed

3.6.2.2. If available, place a patient sticker in the upper right corner of the original and yellow copies of the form

3.6.2.3. Form must be signed/dated by caregiver and staff

3.6.2.4. Place Original page of *In-House Distribution Form* into the patient's medical record; Yellow copy should be placed into the provided envelope and mailed back to Trauma Services (MLC 3019); Pink copy should be given to the caregiver

3.6.2.5. The additional packet materials are educational pieces on car seats that should also be given to the caregiver

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3.6.2.6. When your location begins to run low on *In-House Distribution Forms*, please contact Trauma Services at 803-RIDE (7433) or carseats@cchmc.org so that we can send additional ones to replenish the stock

3.6.3. **Note: CCHMC staff members (excluding CPST's) DO NOT assist with installation of car seats into vehicles.**

4.0 REFERENCES

- 4.1. "Selecting and Using the Most Appropriate Car Safety Seats for Growing Children: Guidelines for Counseling Parents," *Pediatrics* Vol. 109, No. 3, April 2002; pgs 550 – 553
- 4.2. National Highway Traffic Safety Administration *Fatality Analysis Reporting System* online at www.nhtsa.gov
- 4.3. "Car Safety Seats: Information for Families for 2010" *American Academy of Pediatrics* April 12, 2010
- 4.4. Ohio Revised Code Section 4511.81

5.0 APPROVALS

The Comprehensive Children's Injury Center (CCIC) with Trauma Services and appropriate content experts will periodically review and update this procedure as appropriate. Procedures will be reviewed at least every 3 years. Questions regarding this procedure shall be directed to, and authority over this procedure shall vest with, the CCIC/Trauma Services Program Manager.

| HISTORY | | |
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| Original Date | | |
| 1/94 | | |
| Revision Date | | |
| 6/05, 11/10, 11/12, 3/16, 11/16, 3/17, 7/17, 10/17, 05/18, 10/18, 9/19, 7/20, 8/22 | | |
| Review Date | | |
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