MOVEMENT OF PATIENTS BETWEEN SITES WITHIN SERVICE AREA

Policy #: CP269

NHPCO Standard(s): EBR 1

BOD Approval/Review 05/25/16

Regulatory Citation(s): COPs 418.52(c), 418.56, 10 NYCRR 793.1(a)(11)-(13), 793.4 (h)

POLICY

High Peaks Hospice (HPH) will support patients who choose to live or spend time in a different setting within the HPH service area and ensure continuity of care by communicating between HPH offices as appropriate.

PROCEDURE

When a patient/family chooses to move to a different setting within the HPH service area, the Registered Nurse (RN) Case Manager will:

A. Ascertain whether the new location is served by the same HPH office and if the current attending physician will continue to follow the patient and write hospice orders. A “Change of Attending Physician” statement is needed if the attending physician changes.

B. Inform the Patient Care Coordinator (PCC) about the pending movement.

C. Collaboratively develop care plan for movement and subsequent care of the patient.

D. Arrange for secure transport of the patient’s paper chart, if any, to the new office.

E. Confirm final plan with patient/family and attending physician.

F. Make sure appropriate transportation is available; have signed copies of MOLST and/or Out-of-Hospital DNR forms, and medication profile available for the transport.

G. Report to RN Case Manager at receiving team when patient has moved.

LAST REVIEW DATE: MB 07/10/15, Clinical Comm 09/29/15. 03/09/16,

LAST UPDATED: Comp Coord 02/26/16, 09/01/18

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