

# Medical Respite at Jefferson Terrace

## Day of Admit Checklist

### COVID SCREEN

**ALL PATIENTS MUST HAVE A RESULTED NEGATIVE COVID PCR TEST WITHIN 24 HOURS OF ADMISSION TO RESPITE**

- COVID (+) pts must complete 10 days of isolation from first date positive per HMC infection control policy
- Exception: COVID-positive PCR in past 90 days

### MEDS

- **Scheduled meds:** 30-day supply of all scheduled medications
- **Opioids** (if applicable)
  - Three days ONLY of opioids
  - Bowel meds needed
- **Intranasal Narcan**
- **PRNs:** Defer to discharging provider
- **Diabetes management** (if applicable)
  - Please include any applicable DM supplies in discharge meds, included, but not limited to:
    - Blood glucose monitor
    - Lancets
    - Testing strips
    - Insulin pens preferred
- **Pts with insurance coverage:**
  - Discharge meds should be filled at the discharging hospital prior to patient leaving discharging facility
  - In some cases, discharge meds may be sent to the HMC Discharge Pharmacy - only if patient's insurance is contracted with Harborview's Discharge Pharmacy
  - Faxing hard scripts to HMC pharmacy: (f) 206.744.5945
  - The discharging facility must provide full supply of all discharge medications and patient must bring these with them to Respite

**WOUND CARE:** SEVEN DAYS of any needed wound care supplies sent with patient

**DURABLE MEDICAL EQUIPMENT:** send patients with any needed durable medical equipment (wheelchair, walker, braces, orthotics)

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### DISCHARGE SUMMARY

DISCHARGE SUMMARY MUST BE **AVAILABLE** AT LEAST ONE HOUR PRIOR TO PATIENT LEAVING THE DISCHARGING FACILITY

- Respite Screeners can access the d/c summary in CareEverywhere **ONLY after the attending physician has signed it**
- If we cannot access the d/c summary electronically, please be prepared to fax it
- The d/c summary is utilized during the respite admission process

### FOLLOW UP APPOINTMENTS

- Specialty follow-up appointments must be scheduled with a confirmed date/time
  - Infectious Disease – At least 2 days prior to end of IV antibiotics
  - Heart Failure – cardiology follow-up no later than seven days after admission to respite
  - Appointment for suture, staple, or drain removal
- MAT
  - Methadone: established appointment for day after admission to Respite, or a means of Direct Observed Therapy at discharging facility as bridge until the established appointment
  - Suboxone: established appointment with a Suboxone provider. Patient must be discharged with adequate supply of Suboxone to get the patient to the established appointment
- Any recommended specialty care per the discharge summary

### ADDITIONAL DOCUMENTS NEEDED (FAX: 206-744-5233)

- PICC or midline documentation (for all pts admitting with home infusion)
- POLST (if applicable)