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|  DISCHARGE - PREPARATION OF PATIENT | NO. 148c |
| Objective: To prepare patient for departure/discharge from facility.Procedure:1. In most circumstances there must be a written order from the physician before the patient is permitted to leave the facility.
2. A patient who insists on leaving without a doctor's order must sign a release. A release form may be obtained from the record office.
3. If patient desires, notify relative about dismissal, being sure to explain check-out time.
4. Obtain valuables and money from safe if resident has them. If resident brought in medicine from h6me, obtain from pharmacy and return to resident.
5. Assist patient in getting dressed and gathering up his personal belongings as necessary.
6. Give any medications and instructions which the doctor orders to the resident or family.
7. After relatives have arrived, leave discharge slip at front office.
8. Complete chart and take to record office (i.e. including discharge summaries).
9. Remove all empty sheets from chart. Destroy medicine and Cardex cards. Cancel food tray and any respiratory or physical therapy treatments.
10. Residents and/or their families will be responsible for transporting personal belongings to discharge site. This may in6lude financial costs.
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| Approved: | EffectiveDate: 3/86 | RevisionDate: 6/95 | Change No.: | Page: 1 of 1 |