



Acute Care Checklist for Inpatient Repatriation to Long Term Care Homes

Central LHIN Long Term Care Home Weekend Admissions/Repatriations
Working Group

Working Group Members

This document was developed through the collaborative efforts of the following working group members:

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Intended use of this document:

The Acute Care Checklist for Inpatient Repatriation to Long Term Care Homes was initially developed by this working group as a strategy to support patient transitions between Hospitals and Long Term Care Homes, and alleviate the overcrowding and surge conditions experienced by hospitals during the Holiday Period. The tool, however, has been determined to be effective beyond the Holiday Season, and is intended for use year round.

Acute Care Checklist for Inpatient Repatriation to Long Term Care Homes

Long Term Care (LTC) Homes will receive their residents back to the Home between the hours of 0900 - 1700 as a rule. If an individual cannot be transferred within the hours specified, hospitals must consult with the LTC Home to make special arrangements. Please use this checklist to ensure all requirements are fulfilled prior to sending a resident back to their LTC Home. **Section A** includes requirements for repatriations happening at all times. **Section B** includes **additional** requirements specific to weekend (Saturdays & Sundays) repatriations.

Requirements - Section A
<input type="checkbox"/> Notification of the LTC Home that the resident has a discharge planned within 4 hours of discharge <input type="checkbox"/> A nurse to nurse report is optimal
<input type="checkbox"/> Notification of the Next of Kin of the discharge
<p>Things to send with the patient:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Current Medication Orders <input type="checkbox"/> Treatment Orders <input type="checkbox"/> Diet Orders <input type="checkbox"/> For Resident on new enteral feed – send RD assessment 72 hours prior to discharge, so arrangements can be made to order the correct product <input type="checkbox"/> Lab results <input type="checkbox"/> Consultation notes <input type="checkbox"/> For Residents with New Wound treatments – send the dressing order and Specialist Wound assessment, if applicable, 72 hours prior to discharge so arrangements can be made to order the correct product. <input type="checkbox"/> For Residents with a New Ostomy – send the Ostomy Supply order and Specialist Wound assessment, if applicable, 72 hours prior to discharge, so arrangements can be made to order the correct product. <input type="checkbox"/> All Follow Up appointments <input type="checkbox"/> Discharge summary notes
Additional Weekend Requirements - Section B
<input type="checkbox"/> A change in treatment, requiring new medications , the hospital must send up to 72hrs supply of the medications for the resident. (LTC Homes have limited access to new medications during the weekend hours)
<input type="checkbox"/> For Residents with New Wound treatments – send the dressing order and ET assessment, if applicable, Check with the home to see if they stock the supplies otherwise send up to 72hrs supply while product is ordered by home
<input type="checkbox"/> For Residents with a New Ostomy – send the Ostomy Supply order and ET assessment, if applicable and send up to 72hrs supply while the ostomy product is ordered by home
<input type="checkbox"/> For residents being discharged with a new IV will not be accepted during a weekend unless arrangements have been made Monday to Friday with the home.

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