

97520.13 Patient Transfer

(a)

Each facility shall have a written transfer procedure to govern both scheduled and emergency transfers. This procedure shall be reviewed and approved by the Office.

(b)

The procedures for emergency transfer shall be coordinated with the local Emergency Medical Services Authority.

(c)

The procedure shall require that appropriate medical records, including complete and accurate patient information in sufficient detail to provide for continuity of care, shall accompany the patient upon transfer.

(d)

The procedure shall address at least the following:(1) Who is responsible for making transfer decisions. (2) Who shall make the actual transfer arrangements. (3) General guidelines for transfers.

(1)

Who is responsible for making transfer decisions.

(2)

Who shall make the actual transfer arrangements.

(3)

General guidelines for transfers.

(e)

Each facility shall have a written agreement for patient transport with a licensed ambulance service.

(f)

When a transfer is made, the patient's medical record shall note the date, time, condition of the patient, and reason for the transfer, and appropriate discharge records shall be completed, in accordance with section 97520.11.