
EMERGENCY DEPARTMENT POLICIES

SUBJECT: DISCHARGE OF PATIENT FROM THE
EMERGENCY DEPARTMENT

NO. 67

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Patient Population

Neonate	√
Pediatric	√
Adolescent	√
Adult	√
Geriatric	√

POLICY

After being seen in the Emergency Department, appropriate discharge planning for a patient includes completing a medical record, making a plan for follow-up care suitable to the patient's individual needs, and attempting to see that the patient understands all aspects of his/her care and discharge plan.

PROCEDURE

1. The Emergency Department physician will outline the patient's discharge plan. He/she will provide the patient with a mechanism for follow-up care.
 - A. Members of Managed Care programs must be referred back to their primary care provider.
 - B. Follow-up to M.S.H. clinic - The ED physician may refer the patient to one of our clinics. He/she will enter the name of the clinic on the ED chart.
 - C. Follow-up to other clinics - In some instances, a patient may be attending another institution's clinic and may prefer to continue to do so. This will be noted on the ED chart, along with the name of the other institution.
 - D. Follow-up to private MD - If the patient is under the care of a private MD, the name of the private MD will be entered in the disposition box on the ED chart.
 - E. Follow-up for compensation cases - Upon discharge from the ED, the patient is to be referred to the compensation MD of his/her choice.
 - F. Follow-up in Mount Sinai Hospital AED or PED for wound checks and suture removal.

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2. The condition of the patient upon discharge will be noted by the physician on the E.D. record.
3. Admitted patients, who are still in the Emergency Department at time of discharge require an order from the attending physician of the service to which the patient was admitted.
4. The physician and nurse will review the discharge plan with the patient.
5. The patient will receive a summary of the discharge plan, either pre-printed or in writing.
6. The medical record will be completed at the time of discharge from the Emergency Department.
7. A minor shall be discharged only in the custody of parent, immediate family or legal guardian, unless such parent or guardian shall direct otherwise.