

EMERGENCY DEPARTMENT POLICIES

SUBJECT: Employee Health Service Referrals

NO. 6

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Patient Population

Neonate	
Pediatric	
Adolescent	
Adult	√
Geriatric	

POLICY:

Employee Health Service will refer employees for emergent care as needed.

PROCEDURE:

1. If a patient is seen in Employee Health first, the Emergency Department must be notified that the patient is being transferred.
2. During the day, eye injuries are referred to the Eye Clinic from Health Service, but would be treated in the Emergency Department when Employee Health Service is closed.
3. Injured extremities with obvious fractures or deformities are referred to Orthopedic Clinic from Health Service during the day, but would also be treated in the Emergency Department when Employee Health Service is closed.
4. Every employee must present an employee referral form from his/her supervisor to the ED upon arrival. An accident/injury form is necessary if the injury is work related.
5. The Emergency Department does not provide “clearance” for return to duty.