

OFF ISLAND REFERRALS

Step One

Once a bed offer is made **the bed will be held for 48 hours.**

Step Two

The discharging physician will complete a Hale Makua admission packet (attached) including Physician Order Sheet pages 1 & 2, and a personal history to include any events up to point of discharge, a PASARR form, and 1147 if applicable. This information, along with a completed discharge summary and a CXR completed within thirty days prior to transfer, will be faxed to 808.871.9270 by 3 pm the day prior to the transfer.

Step Three

Admissions are accepted until 2 pm, Hale Makua is not responsible for transportation from the airport to the facility. Completed Nursing Transfer Form and MAR should be faxed to 808.871.9270 by 10:00 am on the morning of the transfer. The following chart documents should be copied and accompany the patient:

- Face sheet
- H&P
- Advance Directives
- MDS
- Care Plans
- Physicians orders
- MAR
- Immunization records
- Most recent labs including CXR
- Progress notes x 2 weeks
- PT/OT evals and notes x 2 weeks if applicable

Contacts

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