



<b>Columbia County Health System</b>		
<b>Business Office/Patient Care</b>		Ref. No.: 2 Total Pages: 2
Effective Date: 05/28/2020		Subject
Approval:  Gayle Durkee (Revenue Cycle Manager), Gretchen Eslick (RN, DNS), Kyle Terry (MD), Shane McGuire (CEO)		<b><i>ADMISSION POLICY</i></b>
		<input checked="" type="checkbox"/> <b>Policy</b> <input type="checkbox"/> <b>Procedure</b> <input type="checkbox"/> <b>Protocol</b>

**PURPOSE:**

To outline the criteria and process for admissions to Columbia County Health System (CCHS) in order to provide safe, consistent and appropriate care to persons requesting services.

**POLICY:**

CCHS is committed to the provision of necessary health care to persons seeking services within applicable laws and regulations, regardless of race, color, religion or ancestry, national origin, handicap, or ability to pay for services. All patients will be accepted for care and housed without discrimination (refer to CCHS's Patient Nondiscrimination Policy and Charity Care/Financial Assistance Policy).

- A. CCHS welcomes all patients upon referral and under the care of a physician who is a member of the Medical Staff or has temporary privileges in accordance with the Bylaws of the Medical Staff.
- B. The admitting physician determines medical necessity for admission and shall establish the patient's condition and provisional diagnosis on admission.
- C. Patients have the right to refuse admission and/or treatment and the refusal shall be documented in the medical record. No mentally competent adult or emancipated minor shall be detained in the Hospital against his/her will.
- D. CCHS provides patients with information regarding their rights, privacy practices, and advance directives (Refer to CCHS's Consent to Treatment, Inpatient Admission Procedure, and Notice of Privacy Practices).
- E. Any person may be admitted to the hospital upon recommendation of a physician on the Medical Staff except those persons having certain diseases or diagnosis outlined below for which CCHS is not equipped or staffed to provide care:
  1. Pediatric Patients younger than 12 years of age.



2. **Psychiatric/Suicidal Patients:**

Patients diagnosed as psychotic or with known suicidal intent may only be admitted to the Hospital in coordination with Blue Mountain Counseling's Respite program.
3. **Drug Dependent Patients:**

Patients who are drug dependent may not be admitted **for** detoxification, but given emergency care and transferred to the appropriate institution licensed for such care.
4. **Burn Patients:**
  - a. Burn patients who may require specialized medical care shall not be admitted unless unstable for transfer.
  - b. Patients with serious or critical burns shall be transferred, after receiving emergency treatment, to a licensed burn center where specialized medical measures are available.
  - c. In cases where the patient is too critical to be moved, the patient will be admitted to a CLOSE OBSERVATION ROOM and receive treatment until such time that a transfer may be tolerated.
5. **Patients with Contagious Diseases:**

Law prohibits patients with certain contagious diseases from admission to other than a specialized facility. (See Infection Control Manual for specific diseases in this category).
6. **Surgical and/or Obstetrical Patients:**
  - a. Patients for whom emergent surgery is anticipated will be stabilized and transferred to an appropriate institution which provides surgical services and has agreed to receive the patient.
  - b. Patients for whom labor and delivery is anticipated will be stabilized and transferred to an appropriate institution which provides obstetrical services and has agreed to receive the patient, provided that the patient's condition has been assessed as likely to arrive at the receiving facility in time to deliver there.