

FORKS COMMUNITY HOSPITAL

Policy and Procedures

SUBJECT: Admissions	
DEPARTMENT: Hospital Wide	EFFECTIVE DATE: 03/2014
APPROVED:	
AUTHORIZED:	

POLICY:

- Forks Community Hospital will not deny admission to any patient due to race, color, religion, ancestry, financial class or national origin.
- Patients admitted to the hospital will go through the admission process that is coordinated by the Admitting Department.
- The Admitting Department is staffed 6:00 am - 10:00 pm seven days a week.
- Admission takes place in the general Admitting Department area or the Emergency Department area.
- The Admitting Department Clerk will admit each patient in a professional, empathetic and time efficient manner.