SAMARITAN HEALTHCARE

POLICY AND PROCEDURE	PAGE: **1 of 1**	NUMBER: **8610-H-5**	REVIEWED: REVISED: **NEW**
ORIGINATING DEPARTMENT: **ADMINISTRATION**	EFFECTIVE DATE: **04/01/2014**	SUPERSEDES NO. DATE:	
SUBJECT: **Hospital Admissions Policy**	APPROVED BY: PRESIDENT AND CEO		

Purpose
To ensure that all patients admitted to the hospital are treated in a nondiscriminatory manner, respectful of patient rights, and consistent with applicable State and Federal Law.

Policy
Samaritan Healthcare does not discriminate with regard to patient admissions, room assignment, patient services, or employment on the basis of race, color, national origin, gender, religion, disability, sexual orientation or age. If assistance or communication aids for impaired hearing, vision, speech, or manual skills are needed, Samaritan Healthcare will make reasonable accommodations.

Patients are admitted to Samaritan Healthcare by order of a Medical Staff/Allied Health Professional member who has specifically been granted admitting privileges as per Medical Staff Bylaws.

All individuals have access to emergency care twenty-four hours a day.

All patients:

- Are properly identified through verification of identification;
- Have an identification band placed on them;
- Have their valuables processed and secured according to policy;
- Have an appropriate medical record initiated;
- Receive and sign a Conditions of Admission form;
- Receives "An Important Message from Medicare" form, if appropriate (i.e., every patient who has Medicare or a Managed Medicare as any insurance, primary, secondary, or tertiary, regardless of age);
- Are assessed to determine whether interpreter services are requested or required;
- Are asked if they have an Advance Directive and are offered information about formulating an Advance Directive if they do not have one. Note: there is NO requirement for a patient to have an advance directive;
- Receive notification of their patient rights;
- Receive information about HIPAA upon initial visit to the facility; and
- Have an admission assessment per the appropriate department Standard of Care.

Reference: WAC 246-320-141