

**Skagit Regional Health**

Policy

**Registration of a Patient**

Compliance

73992

(Rev: 2)**Official**

## Purpose

To provide patients access to hospital services, and provide them information and assistance as they enter Skagit Regional Health for services.

## Policy

Skagit Regional Health staff will create a warm, welcoming environment consistent with our Service Standards, into which our patients, their family and/or caregivers will be received.

Skagit Regional Health does not exclude or deny admission to any person on the basis of age, race, color, creed, ethnicity, religion, national origin, marital status, sex, sexual orientation, gender identity or expression, disability, veteran or military status, or any other basis prohibited by federal, state, or local law.

Patient Access staff will register patients; providing information and obtaining signatures, as appropriate, on required documentation to include Patient Rights and Responsibilities, Advance Directives, Living Wills, the Important Message from Medicare, Notice of Privacy Practices, Consent for Care and Treatment, Financial Responsibility Agreement, Charity Care policies, Release of Information Authorization. Patient Access staff will additionally arrange interpreter services for patients who have difficulty communicating with Patient Access Staff.