

Initial Consumer Placement and Hospital Discharge Agency RN Assessment and Health Planning Procedure

1: Purpose

- A. To outline a systematic process for gathering pertinent information to ensure for the health and safety of Rolla Regional Center Consumers
- B. To establish a comprehensive information base for decision making about each Consumer's care
- C. To ensure continuity of care by providing Consumers with the right care at the time that it is needed

2: Guidelines

- A. Consumer assessment is an ongoing process that begins before the consumer moves in to a residential placement and continues throughout the stay
- B. Pre-placement information (the referral packet) as well as hospital discharge information will be reviewed and utilized to complete the Agency RN Assessment
Acute psychiatric hospitalizations may or not require assessment
- C. the Agency RN assessment form is indicated and should be completed:
at the time a consumer is transferred from one Provider Agency to another,
When a consumer is discharged from the hospital with a change in the diagnosis and/or condition as the consumer's health care needs determine.

3: Responsibilities

- A. The Provider and QMRP are to notify the Agency RN of a pending consumer placement, hospital discharge or change in condition and to ensure a timely completion of the Agency RN assessment. All pre placements and other pertinent consumer health information are to be available for the Agency RN to review.
- B. The Agency RN is responsible for notifying the appropriate clinical professional / facility in the event that information appears to be missing or incomplete
- C. The Agency RN is responsible for developing the health care plan and reporting actions to be taken concerning training and other needs and copy to the Rolla Regional Center QMRN
- D. The Agency RN should attach a copy of the Nursing Assessment to the Monthly Agency RN report for the month in which it is completed

Process:

- A. Pre –placement assessment and information gathering begins when the Agency receives a call concerning a possible placement and/or the Service Coordinator referral package. Information that may be gathered at this time includes: previous level of care, diagnosis, medication history, health history and legal status
- B. The Agency RN may delegate aspects of the assessment and information gathering to other staff. The Agency RN may delegate the gathering of information for completion of the Braden skin care assessment and the fall risk assessment to other staff
- C. The Agency RN may not delegate the review and analysis of the above mentioned assessments to other staff.
- D. The Nursing Assessment with plan and all staff training is to be completed by the Agency RN prior to a new placement and /or a hospital discharge with a significant change in acuity
- E. The nursing analysis and plan from the Nursing Assessment and Health Plan information results in documentation of the consumer strengths, a needs assessment and a nursing care plan. The medical nursing plan is communicated to the QMRP and the planning team upon completion.