Referrals to Home Health

- Ensure the patient is appropriate for home healthcare. For instance, if a Medicare patient, he/she must be homebound.
- Reach the care manager in the ED at 5-5778 or page 5778. Alternatively, request the CMO daily assignment list to be emailed to you by calling 5-5789, which will indicate exactly who is available on that day and often contains additional contact information if necessary. On this list, the correct section is all the way at the bottom under ED/SDP/CDU.
- State that you wish to get assistance arranging home healthcare for an IR outpatient and be prepared to share MRN/DOB. It will be helpful to remind the care manager that the orders must be placed as if they were arranging them for an ED patient. (This is just an IT issue. We in radiology cannot currently see the pended orders in eD-H when entered as a Same Day patient. Clinically it makes no difference, i.e. it is okay to ask them to put the orders in as an ED patient even if the patient physically came through Same Day.)
- Care manager enters referral order and will often page the radiology provider when it is ready to sign. Otherwise, recommend checking back with them in 1-2 hours.
- Radiology provider claims, edits and signs the order:
  - Go to Manage Orders, Signed & Held
  - Select Click Here to Edit / Sign Pended Orders

![Manage Orders Image](image-url)
- Select **Click to Select Pended Orders**

- Click on the **check box** next to *Referral to Home Health*
- Click to **Select Pended**

- Click on the **Next** button
In the Comments use F2 to navigate to the *** fields.

- In particular, it is essential to enter the **underlying diagnosis** necessitating the referral and the **specific orders for the visiting nurse**. Although patients go home with our discharge instructions, feedback from the CMO indicates that sometimes home healthcare agencies will not perform any services unless explicitly stated in the orders. Copying the relevant section from the IR discharge instructions has been sufficient for this purpose.

- When complete, click **Accept**

- Click **Sign Orders**