

How to refer a patient to Barrie Family Hospice of Elgin

Patient in the Community

1. **Identify appropriate patient** (i.e. *life-limiting diagnosis, prognosis < 3months, goals of care consistent with a focus on comfort throughout natural end-of-life*)
2. **All referrals come through Ontario Health at Home.** Contact the Care Coordinator and request a Hospice application be placed.
3. **Send the required information to the Care Coordinator**, including:
 - Completed application: all sections of the application that are relevant addressed
 - The life-limiting diagnosis, PPS, and expected prognosis
 - Relevant consult notes (e.g. *Palliative Care consult note, Medical Oncology consult note etc.*)
 - Most recent progress note
 - Most recent medication list
 - Any pertinent labs/investigations
4. **Ontario Health at Home Care Coordinator submits applications.**
5. Hospice will then assess whether the patient is appropriate/whether Hospice can meet the patient's needs.
6. If you would like to discuss the case prior to submitting an application, please contact the Medical Director or Manager of Care. If the application is urgent, you may also wish to contact and provide more information regarding the urgency

What the patient can expect once a bed is offered

1. The Hospice Manager of Care will reach out to the patient/ POA/ SDM and make a formal bed offer. They will be given a date for admission and be asked to arrange transportation (if the patient is unable to come via personal transport). *Please note the patient/family are responsible for the cost of transportation to Hospice.*
2. Additional details about what to bring to Hospice will be given at that time.
 - POA documentation

- DNR form, EDITH form
- Ontario Health Card
- Medication and care supplies
- Toiletries, pajamas, non-slip footwear, clothing from home
- Walker, cane if using
- Pictures, photo albums