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Owner Theresa Loya: Dir
Clinical Services
Area Patient Care
Applicability PeaceHealth
Peace Island
Medical Center
Tags Policy

Admission Policy

SCOPE

This policy applies to PeaceHealth Peace Island Medical Center.

PURPOSE

The purpose of this policy is to establish guidelines for admission of patients to Peace Island Medical Center and to ensure that the individual seeking care, treatment or participation in program, services and activities at Peace Health Peace Island Medical Center is not discriminated against.

POLICY

It is the policy of PeaceHealth and in accordance with Peace Health job descriptions, that admissions are carried out in an approved, standardized sequence to accomplish safe, organized patient care

1. A patient may be admitted to the hospital by order of a member of the Medical Staff who has been granted admitting privileges.
2. Admitting will identify the patient per the patient identification procedure and place the identification armband.
3. Length of stay:
 - a. Peace Island Medical Center is a 10 bed critical access hospital and should have an average length of stay of less than 96 hrs.
4. All direct admissions are coordinated with the Emergency Department team lead and require acceptance by a physician who has admitting privileges at Peace Island Medical Center. The admitting physician is responsible to write the admitting orders and coordinate with the Emergency Department team lead for bed assignment. .

5. If on arrival the patient is not stable, they will present to the emergency department for a medical screening exam, treatment and determination of disposition.

Requirements for all patients:

1. Have an appropriate medical record initiated
2. Receive condition of treatment forms
3. For every patient who has Medicare or Managed Medicare as an insurance, whether primary, secondary or tertiary, and regardless of age will receive "An Important Message from Medicare" form.
4. Be assessed to determine if any type of interpreter service is requested or required.
5. Be asked if they have an Advanced Directive and be offered information about formulating an Advanced Directive if they do not have one. (Note: there is NO requirement for a patient to have an advanced directive).
6. Receive notification of their patient rights.
7. Receive information about HIPAA upon initial visit to the facility.
8. Have an admission assessment per **Nursing Documentation Procedure**.
9. RN should place bracelet charms as appropriate (i.e fall risk, DNR)

Equipment:

1. Identification (ID) bracelet
2. Red Allergy bracelet charm, if applicable
3. Do Not Resuscitate (DNR) bracelet, if applicable
4. Fall risk yellow bracelet charm

HELP

Further guidance may be obtained by contacting the Director of Clinical Services.

REFERENCES

- DNV-GL Healthcare, DNV, 07-02-18.

Formerly known as document number 225.3.229