

**UNIVERSITY OF MICHIGAN HEALTH SYSTEM
PEDIATRIC MEDICAL-SURGICAL JOINT PRACTICE**

SUBJECT: PEDIATRIC DIRECT ADMISSIONS AND TRANSFERS TO MOTT HOSPITAL

Date of last review: 8/03
Projected date of next review: 8/06

I. PURPOSE

The purpose of this policy is to improve communications and insure the safety of patients directly admitted and transferred to Mott Hospital.

II. DEFINITIONS

Direct Admission – A patient who goes directly to an inpatient unit from an outside emergency department, clinic, other health facility, or home without Emergency Department evaluation or triage.

Emergency Department Patient Evaluation – The patient is evaluated fully by Emergency faculty and staff. Necessary lab, x-rays, and procedures are performed.

Emergency Department Triage – A brief nursing assessment and exam by an Emergency Department physician for the purpose of determining patient acuity. Stable patients are sent directly to the floor without labs, x-rays, etc. Triage nursing report communicate to the receiving unit following verification that a bed is ready.

Transfer – Inpatient bed from one institution to inpatient bed at Mott Hospital.

Accepting Physician – Mott Attending, Fellow or Chief Resident

III. PROCEDURE/ACTIONS

- A. Accepting Physician to consider ED Triage or Evaluation for potentially unstable patients.
- B. Children who are inpatients at other institutions will NOT be evaluated in the Emergency Department unless they become unstable during transport, or due to sudden bed unavailability.
- C. A patient seen in the UMHS clinic on Main Campus and evaluated by a UM Faculty Physician may be admitted directly from the clinic to an inpatient area.
- D. The following patients should be evaluated in the Emergency Department:
 - 1. Children with trauma, unless they are inpatients at the referring institution
 - 2. Children with respiratory distress NOT coming from another inpatient unit
- E. Type of admission/transfer:

- F. The Mott inpatient unit receiving the patient from clinic or another institution will contact the transferring unit for report.

To/From	Procedure
ED to Ed	Outside ED Attending Physician communicates directly with UM ED Attending Physician.
Outside ED/Home/Physician Office to Inpatient Bed	Mott Attending, Chief Resident or Fellow must accept admission and call: <ul style="list-style-type: none"> • Admitting (764-3314) • Resident accepting patient • Admitting to notify Mott unit.
Outside Hospital Inpatient Bed to Mott Inpatient Bed	Outside Hospital to call Transfer Center (1/800/984-8870). Transfer Center to: <ul style="list-style-type: none"> • Contact Physician to accept patient • Notify Mott Admitting (764-3314) Accepting Physician to notify Resident accepting patient Mott Admitting to call accepting unit with: <ul style="list-style-type: none"> • Patient information • Phone number of sending unit Negotiate time and notify Transfer Center (764-3289)

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Pediatric Joint Practice Date: 8/09/94

Mott/Women's/Holden Executive Committee Date: 9/12/94

Revised:

Pediatric Joint Practice Committee: Date: 03/96

Mott Executive Committee Date: 04/96

Revised:

Pediatric Medical-Surgical Joint Practice Committee Date: 02/00

Mott Executive Committee Date: 07/00

Revised:

Pediatric Medical-Surgical Joint Practice Committee Date: 8/1/03

Mott Executive Committee Date: 10/6/03

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