

The logo for the LSU Health Sciences Center, featuring the letters "LSU" in a large, white, serif font on a dark blue background. Below "LSU" is a thin yellow horizontal line, followed by the words "Health Sciences Center" in a smaller, white, sans-serif font.

Health
Sciences
Center

GUIDELINES FOR ACCEPTING TRANSFERS FROM OUTSIDE INSTITUTIONS

LSUHSC has an obligation under both EMTALA (COBRA) and the Louisiana Constitution to accept patients in transfer when space, facilities and resources are available.

We can only deny transfer of a patient if no beds are available in-house, or if the patient requires a service that we do not provide. Louisiana residents that request transfer to LSUHSC **must** be accepted when resources are available.

If an Out-of-state resident is in a hospital that can provide appropriate care to the patient, we do not have an obligation to accept that patient in transfer but, **refusal of any transfer must be approved by the House Supervisor, Hospital Administration or the Faculty Attending.**

It is the policy of this institution that transfers be made **Direct Admissions** to an in-patient service whenever possible. Exceptions to this policy should be rare and must be approved by the Emergency Department Faculty Attending.

TRANSFER REQUESTED



VERIFY APPROPRIATENESS OF TRANSFER AND AVAILABILITY OF RESOURCES BY CONTACTING HOUSE SUPERVISOR (NIGHT & WEEKENDS) OR ADMINISTRATOR ON-CALL (WEEKDAYS) AND/OR APPROPRIATE ATTENDING FACULTY



TRANSFER APPROPRIATE & RESOURCES AVAILABLE?

NO

YES

**DENY TRANSFER
WITH APPROVAL**

IS THE PATIENT STABLE?

YES

NO

**ACCEPT PATIENT, CONFIRM
OPTIMAL STABILIZATION &
PROPER MODE OF
TRANSPORTATION**

**CALL EMERGENCY
DEPT. FACULTY OR
APPROPRIATE ICU TO
ARRANGE TRANSFER**

**CALL ADMITTING
OFFICE TO ARRANGE
DIRECT ADMISSION**

CONTACT NUMBERS:

**-ADMITTING OFFICE/BED
CONTROL 5-5082**

**-HOUSE SUPERVISOR
(PAGER) 1614 (NIGHTS &
WEEKENDS)**

**-PHYSICIAN REFERRAL
OFFICE 5-6378**

(MON-FRI 8AM-4PM)

**-HOSP ADMIN ON-CALL (THRU
“HOSP. OPERATOR”)**

-EMERG. DEPT. 5-6880