LOUISIANA STATE UNIVERSITY HEALTH SCIENCES CENTER - SHREVEPORT

DISCHARGE POLICY

Purpose:

To provide guidelines for the discharge of in-patients from LSUHSC.

Policy:

1. Discharge procedures must be followed to ensure patients are discharged effectively and efficiently, allowing for optimal utilization of available resources.

2. An authorized hospital discharge can only be made by a physician’s written order. However, a patient may discharge himself/herself against medical advice. If a patient desires to leave against medical advice, the physician should be notified, and the patient should sign an AMA form. The form should be attached to the medical record and the medical record sent for processing per usual route.

3. Early discharges are encouraged.

4. The physician is required to document discharge instructions in the patient’s medical record at the time of anticipated discharge.

5. Anticipated discharge orders should be written twenty-four hours prior to planned discharge when possible, in order to ensure timely processing of all orders.

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Administrator

________________________________________
4/21/04
Date

Approved by Clinical Board: 3/20/01, 4/20/04
Written: 3/96
Reviewed: 5/98, 2/01, 3/04
Revised: 3/04