

Procedure: Admission back to program

Department: Program and Quality Assurance

Approved by the Board: N/A

Updated: September 9, 2019

Purpose: To provide guidelines to individuals who have experienced an illness in order to ensure the safety of all individuals in the center from the spread of illness.

Process:

ER/ Urgent Care/ Observation (Primary Care Doctor)-

1. Although these are outpatient visits, the Harford Center requires a return to program letter stating the date of clearance to return, any instructions regarding restrictions, if applicable, or the clearance for the individual to participate in regular activity at the program. This is to be provided to the Quality Assurance Department or the Program Director, when applicable, before the individual can physically return to the program. The Harford Center requires 24 hours (1 operational day) after acknowledgement of receipt, to review all information, and correspond with Dimensional Health Care Associates, Inc., if necessary, to make any informed decision. Harford Center will assess any new or changed medication, Physician Medical Order Form, restrictions or any other supports the individual may need on-site before the individual can physically return.
2. When an individual is sent home from the Harford Center for concerns regarding infection- i.e. diarrhea, vomiting, drainage etc., the individual will not be permitted to return until he/she is symptom-free for 24 hours. The day after an individual is sent home he/she cannot return. Harford Center will consult with Dimensional Health Care Associates, Inc., within these 24 hours. The intension is to prevent further spread of illness and to give individuals a chance to recover and rest.

Hospitalization

1. All hospitalizations require a return- to-program date. Included must be any instructions regarding restrictions, if applicable, or the clearance for the individual to participate in regular activity at the program. The Harford Center requires 24 hours (1 operational day) after acknowledgement of receipt, to review all information, and correspond with Dimensional Health Care Associates, Inc., if necessary, to make any informed decision. Harford Center will assess any new or changed medication, Physician Medical Order Form, restrictions or any other supports the individual may need on-site before the individual can physically return.
2. When working with Dimensional Health Care Associates, Inc., the residential nurse will communicate with updates to the residential program throughout hospitalization. All approved hospitalization discharge paperwork includes a return to regular programming date. The Quality Assurance department will ensure this paperwork is received before the individual can physically return. The Program Director will receive, in lieu of the Quality Assurance department, when applicable.

3. When working with families or residential agencies not associated with Dimensional Health Care Associates, Inc., the Quality Assurance department will maintain communication with the designated contact to ensure the above process is followed.

Any other occasion where it seems like someone should not be in program

1. The Harford Center will contact Dimensional Health Care Associates, Inc. (see: Contacting the On call Nurse Procedure).

*In some cases the Harford Center may request an interim meeting to discuss care planning.