

Discharge Checklist

Discharge Planning	
	Inform patient/caretaker of discharge plan
	Place "IDP" order in EPIC within 48 hours of anticipated discharge
	Place physical therapy referral if applicable
	Speak to social worker: <ul style="list-style-type: none"> • <i>Equipment for discharge: oxygen, wound vac, drains, catheters, enteral nutrition</i> • <i>IV infusions for discharge</i> • <i>Share discharge summary 24 hours in advance for patients who need home health aide reinstated or patients discharged to SNF</i>
	Schedule follow up appointments <ul style="list-style-type: none"> • <i>For 9W/10W patients, contact Stan Preys via Cureatr or call at 646-265-3981</i> • <i>For other patients, email discharge.followups@mountsinai.org</i>
	Reconcile medications for discharge <ul style="list-style-type: none"> • <i>Send to patient's pharmacy in advance</i> • <i>CVS Meds to Beds - 646-647-7413</i> • <i>Call insurance company for prior authorization if needed</i>
	Inform nursing to provide teaching if applicable (<i>insulin, other injectable medications, inhalers, etc.</i>)
	Discontinue daily labs, lines, catheters, 1:1 observation
On Discharge	
	Place discharge order in the morning for discharge before noon (DBN)
	Review discharge instructions and after visit summary with patient
	Complete discharge summary
	Contact PCP (<i>route discharge summary, call, email</i>)
	Contact rehab or nursing facility for warm handoff if applicable