



Suburban Hospice Inc.

POLICY MANUAL		POLICY #: 2020 REV. DATE: 1/26 PAGE 1 OF 1
TITLE: ADVANCED DIRECTIVES		
DEPARTMENT(S): Hospice		
APPROVED: Tamara Strunk BSN, RN		EFF. DATE: 10/1/19
POSITION: Administrator		

PURPOSE:

To identify a process to consistently document and communicate patient’s/client’s decisions regarding their medical care and/or to provide them an opportunity to formulate advance directives.

POLICY:

The admitting nurse and/or social service representative will provide written information, to adult patients 18 years and older, concerning right to:

1. Make decisions concerning their medical care
2. Accept or refuse medical and surgical treatments
3. Formulate advance directives

PROCEDURE:

On all patients admitted to Suburban Hospice, documentation will be recorded in the patient/client medical record that patient/client was provided information regarding advance directives, whether the patient/client was able to understand the information provided, and recommendation for follow-up as appropriate.

If advance directives have been formulated, and in cases where the intent of the advance directive can be determined, the intent of the advance directive will be documented in the patient/client medical record. The intent of the advance directive will be communicated to associates via the patient/client cover sheet. Additionally, a copy of the advance directive will be requested and if received will be retained in the patient/client medical record.

If the patient/client is unable to understand the advance directive information, the written information will be provided to the family/caregiver. If the patient/client, family/caregiver communicate a need for additional information regarding Advance Directives, Social Service will be referred to coordinate community resources.

INITIATED: 10/19

REVIEWED: 12/21, 12/22, 11/24, 1/26

REVISED: 1/26

REFERENCES: Medicare 42 CFR 418.52; ACHC Hospice Standards, Section 2, April 26, 2024