

# LAC+USC MEDICAL CENTER POLICY

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Subject: <b>CLINIC REFERRAL</b>		Original Issue Date: 7/01/98	Policy # <b>701</b>
		Supersedes: 4/11/17	Effective Date: 8/16/21
Departments Consulted: Ambulatory Care Clinical Council Ambulatory Care Administration	Reviewed & Approved by: Attending Staff Association Executive Committee Senior Executive Council	Approved by: (Signature on File) Chief Medical Officer	
		(Signature on File) Chief Executive Officer	

## PURPOSE

To ensure that the patient or member's health care services are provided in the appropriate care setting upon identification of the need and that these services are integrated throughout the continuum of care.

## POLICY

- All patients/members requiring evaluation shall receive health care services in the appropriate setting based upon the needs of their medical condition.
- Processes now in place will be utilized to facilitate the timely provision of care in the appropriate setting, including referrals, consultations, and transfers of care.
- Each component site will have systems in place, which allow referrals within the individual facility to be made and documentation of the consultation to be returned to the referring provider in a timely fashion.
- Processes will be established to monitor referral patterns.
- Data will be collected in a uniform manner and reported using a standard format across the Medical Center.
- Information regarding clinic referrals will be reported at least quarterly through the Medical Center Ambulatory Care Clinical Council to the Medical Center Quality Improvement Committee (QIC).
- Anything below identified standards will be referred to the QIC with a corrective action plan from the responsible area.
- Each component site will develop internal procedures to support this policy.

## PROCEDURE DOCUMENTATION

LAC+USC Medical Center Clinic Criteria Manual

## REFERENCE

**DISTRIBUTION: LAC+USC Medical Center Policy Manual**

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Joint Commission Standards (Provision of Care, Treatment, and Services)

DHS Expected Practices

<https://lacounty.sharepoint.com/sites/dhs-ccl/SitePages/eConsult.aspx>

**REVISION DATES**

January 6, 1999; April 16, 2002; May 05, 2005; May 11, 2010; February 11, 2014; April 11, 2017; August 16, 2021