



RANCHO LOS AMIGOS NATIONAL REHABILITATION
Occupational Therapy and Recreation Therapy Department

POLICY AND PROCEDURE

SUBJECT: HOME/COMMUNITY EVALUATIONS BY OCCUPATIONAL THERAPY	Policy No.: 306 Revised: January 2016 Supersedes: May 2013 Page: 1 of 2
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POLICY

Home/community evaluations are performed by authorized occupational therapy personnel based on individual patient's needs. All staff responsible for home/community evaluations will have demonstrated knowledge of safety principles, competency in emergency procedures and ability to function independently in this area. New employees are required to demonstrate competency by carrying out the activity in the presence of a designated staff member and by completing the Home Visit Self-Study competency checkout (Attachment A) and Community Outing Self-Study competency checkout (Attachment B).

INDICATIONS FOR HOME/COMMUNITY EVALUATION

1. Inability to simulate home and/or community conditions within the hospital environment.
2. Inability to obtain an accurate description of the home environment and potential problems from the patient, family or other caregivers.
3. Need to document performance in the home and/or community environment when there is a question concerning functional level, safety and/or judgment.
4. Need to provide patient and/or family education and training in the patient's own environment.
5. Where family or patient is unable to do so, need to obtain an accurate floor plan in order to recommend appropriate equipment.

AUTHORIZED OCCUPATIONAL THERAPY PERSONNEL

1. Occupational Therapists
2. Occupational Therapy Assistants
3. Occupational Therapy Interns, if accompanied by other authorized occupational therapy staff employed at Rancho Los Amigos National Rehabilitation Center (may participate as an observer for intern education purpose only, if accompanied by other than OT authorized staff).

4. For ventilator dependent patients or patients with a tracheostomy, either a vent certified nurse, respiratory therapist, or physician must join you on the outing.

PROCEDURE

1. Physician Authorization

Physician authorization in the medical chart on the physician's order sheet is required for the patient to participate in a home/community evaluation.

2. Documentation of Home/Community Evaluation

A. All home/community evaluations, including visits to nursing homes or schools, will be documented in the patient's medical record. Information may be incorporated into daily or weekly progress notes.

B. Documentation must include:

- 1) Date, location and time of evaluation
- 2) Purpose of evaluation
- 3) Evaluations and procedures performed
- 4) Person(s) present during the evaluation
- 5) Patient responses
- 6) Patient/family/education provided
- 7) Recommendations and/or referrals made
- 8) Total time spent during evaluation

3. Refer to Department Policy No. 511 regarding vehicles for home/community visits.

4. OT/RT staff will prepare appropriately for an outing using Attachment C. This is especially important for ventilator dependent patients (Attachment C).

Director, Occupational Therapy and Recreation Therapy Department

Signature(s) On File