***Practice Name:***

**Address:**

**Policy Care Plan Integration**

**Policy Effective: 4/3/17**

At Practice Name, we believe that our patients’ care plans should be accessible to all participants in the care team, including external care settings. We do this in several ways.

1. We share the care plans to the patient portal, so that our population can access their care plans at any time, and share them with other professionals as appropriate. (AC-06)
2. When referring patients to specialists, we send a copy of the patient’s most recent lab results, as well as their most current and up-to-date care plan. When the specialist’s report comes back to us, those details are incorporated into the patient’s overall care plan. (CC-04, CC-08, CC-09)
3. Other care settings, such as hospitals, that admit or treat our patients call us to confirm medications and care plans. When they do, we provide all necessary details to the other organization. (CC-15) Further, we use the knowledge of the patient’s hospitalization to initiate several procedures, including but not limited to:
   1. Using this communication to identify patients with unplanned hospital admissions and emergency department visits. (CC-14)
   2. Proactively reach out to the patient/family/caregiver to schedule a follow-up appointment at our office. (CC-16)
   3. Work with the other care setting to ensure that a note is placed in the patient chart that discharge documents should be sent to our practice as soon as available. (CC-19)