LIPOS Out of Region (OOR) Admission Form

Today's Date: _____ EHR #: _____

Client Information

1. First Name: _____ 2. MI _____ 3. Last Name _____

In rare circumstances, Emergency Services staff may not be able to access a bed at a local hospital that has a LIPOS contract with our region (HPR II), or Emergency Services staff may be notified that a consumer will be placed in an out of region hospital following a TDO and commitment facilitated by an out of region CSB for whom LIPOS funds will be requested. An Emergency Services clinician may then need to work with a hospital that has a LIPOS contract with another region **if placement within Region II at a regional LIPOS hospital or NVMHI cannot be arranged.**
NOTE: If a patient is TDO'd to an out of contract hospital and becomes LIPOS eligible, you need to look for a contracted LIPOS bed.

Please check that all criteria for Out of Region Placement have been met:

☐ Hospital provides LIPOS Services within its region

☐ Hospital has agreed to provide services at the same rate that they receive from their local region

☐ Hospital has been notified that _____ days have been authorized, and the HPR II discharge planner must approve any additional days.

☐ Hospital has been notified that HPR II's POS Contract requires discharge with 2 weeks of medication which is included in the per diem rate.

☐ Hospital has been notified that transportation is not reimbursable by LIPOS funding, and arrangements have been discussed.

☐ Hospital has been notified that a Purchase of Services Contract is required in order to receive LIPOS payment for services provided. The Hospital must request the contract at the time of admission. To request a Purchase of Services Contract, contact Christina Manning, LIPOS Purchase of Service Contract Analyst, at Christina.Manning@fairfaxcounty.gov or by phone at 703-324-8120.

Hospital Information:

Hospital Name: _____

Hospital Address: _____ Full Name of Admissions Contact:_____

_____ Phone: _____

_____ Email: _____

Reason for selecting a LIPOS Hospital out of region (briefly describe the reason): _____

_____

Total Number of within HPR II private bed purchase facilities called _____

HOSPITAL MUST INITIATE A PURCHASE OF SERVICE CONTRACT in order to receive LIPOS payment for the services provided. To initiate a Purchase of Service Contract, contact Christina Manning at christina.manning@fairfaxcounty.gov or 703-324-8120. NOTE: Payment will not be made without an executed Purchase of Service Contract.

CSB Supervisor who approved the use of LIPOS funds Out of Region _____

Last Updated: 8/6/15

Fax with LIPOS Admission Form, and pre-screening to NVRPO,
attention Julie Parkhurst at 703-653-6610 and notify the discharge planner