

## Piedmont Geriatric Hospital (PGH) Admissions: Civil ONLY

**Admission criteria:**

- Age 65 and older
- Primary diagnosis of chronic mental illness
- Multiple treatment interventions (multiple trials of medications and/or multiple hospitalizations) have been unsuccessful
- Medically stable
- Admissions will be accepted between 8:30 a.m. and 4 p.m. Monday through Friday
- Voluntary admissions are evaluated based on listed criteria for Voluntary Admissions from HPR II (Attachment)

**Exclusions:**

- TDOs
- Acute mental illness that will likely remit within 2-3 weeks at local hospital (NOTE: A referral that meets admission criteria does not need to wait 2-3 weeks.)
- Medical presentation that cannot be accommodated in non-medical setting

**PGH Admissions:** Ted Susac at 434-294-0112 (phone) and 434-767-2352 (fax). If admissions cannot be reached: 434-767-4401

**Region:** Wendy Ford at 703-449-6307 (phone) and 703-968-4020 (fax)

### First week

<b>CSB will:</b>	<ul style="list-style-type: none"> <li>• Admit person to local hospital</li> <li>• Determine whether person is appropriate for PGH.* If so, move forward:</li> <li>• Alert Regional Office at 703-449-6304</li> <li>• Fax pre-admission screening and other admission documents** to:             <ul style="list-style-type: none"> <li>○ PGH: 434 767-2352</li> <li>○ Region: 703 968-4020</li> </ul> </li> <li>• Inform local hospital of referral, and remind them to:             <ul style="list-style-type: none"> <li>○ send needed medical information** to PGH and</li> <li>○ have local hospital MD consult by telephone with PGH MD</li> </ul> </li> <li>• Update Region re: significant changes in client presentation</li> </ul> <p>If referral is made after consumer has been in the hospital for a period of time, CSB staff will:</p> <ul style="list-style-type: none"> <li>• Determine eligibility for Piedmont</li> </ul> <p>Review re-commitment date if relevant and delay transfer if hearing is imminent</p>
<b>Local hospital will:</b>	<p><b>NOTE: Admission needs to be initiated by CSB. CSB can approve referral at the time of admission to the local hospital or later during the hospitalization. PGH will not accept a referral from a local hospital until the CSB has given approval and has notified PGH and the Region.</b></p> <p><b>If decision is to refer to PGH:</b></p> <ul style="list-style-type: none"> <li>• Fax information as outlined in PGH Checklist for Admission Referrals</li> <li>• Psychiatrist will talk to PGH psychiatrist within 24-48 hours of referral: 434-480-6450</li> </ul> <p><b>If PGH accepts admission:</b></p> <ul style="list-style-type: none"> <li>• Fax any additional information needed to PGH Admissions: 434-767-4951 and</li> <li>• Give verbal nursing report: 434-767-4493</li> </ul> <p><b>NOTE: All admissions require:</b></p> <ul style="list-style-type: none"> <li>• <b>MD to MD phone call</b></li> <li>• <b>Completed referral packet</b></li> </ul>

<b>Piedmont will:</b>	<ul style="list-style-type: none"> <li>• Assure that Psychiatrist is available for phone consult with local hospital psychiatrist within 24-48 hours of referral to PGH</li> <li>• Work with local hospital if paperwork is missing</li> <li>• Contact Region if missing paperwork needs further trouble-shooting</li> <li>• Notify CSB, local hospital, and Region of decision to admit and admission date, if relevant</li> </ul> <p><b>NOTE: Person will be admitted within 5 business days after completing MD-MD phone call and submitting a completed referral packet barring unusual circumstances</b></p>
<b>Region will:</b>	<ul style="list-style-type: none"> <li>• Contact Admissions re: referral</li> <li>• Log dates of referral, MD phone call, completed referral packet</li> <li>• Work with PGH if problems emerge regarding accessing needed paperwork</li> <li>• If CSB disagrees with PGH decision to not admit, collect relevant clinical information and coordinate discussion with appropriate staff; work with supervisory structure as needed</li> <li>• If admission date has not been given after one week, work with supervisory structure</li> <li>• Get updated status from CSB, hospital and PGH on weekly basis</li> <li>• Log admission date</li> </ul> <p>Call PGH to verify admission</p>

\* NOTE: Most older adults are appropriately served in our community. In order to decrease the burden on the local hospitals, the CSB staff need to assure that the consumer meets admission criteria before asking the hospital to complete the lengthy referral packet.

\*\* Refer to PGH Checklist for Admission Referrals