



**Department of Care Management**

Mail Code: UHS-8L  
3181 S.W. Sam Jackson Park Road  
Portland, OR 97239-3098  
Phone: 503 494-2273  
Fax: 503 494-4424

**REQUEST FOR INFORMATION**

**ACUTE INPATIENT NON-ICU TO ACUTE INPATIENT NON-ICU TRANSFER**

Thank you for choosing OHSU for your patient's advanced care needs. OHSU receives many requests for transfer each day. Our census is typically at or near capacity. Therefore, careful evaluation of transfer requests is necessary in order to assure OHSU's unique services are utilized resourcefully. In order to help us review your request as quickly as possible, please complete the following:

Date: \_\_\_\_\_

Patient name: \_\_\_\_\_

Date of birth: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Referring physician: \_\_\_\_\_

Referring physician contact number: \_\_\_\_\_

Referring hospital name: \_\_\_\_\_

Referring hospital phone number: \_\_\_\_\_

**Please complete and fax this page and page two of this document along with the following information as soon as possible to 503 494-4424, attn: Admissions Case Manager:**

- Face sheet
- H & P
- Last 24 hours of physician progress notes
- All case management / discharge planning / social work notes

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**TRANSFERRING TO OREGON HEALTH & SCIENCE UNIVERSITY  
INFORMATION FOR PATIENTS AND THEIR SUPPORT SYSTEMS**

OHSU is a tertiary care hospital located in Portland, Oregon. At OHSU, we strive to play a major role in meeting the healthcare needs of the people of Oregon and beyond.

Your physician has contacted OHSU Hospital to inquire about transferring you to OHSU for specialty or higher level care not currently available at your local hospital.

This guide is intended to provide you with information you may find helpful as you consider transferring to OHSU. Our goal is for you to be as informed as possible prior to transfer.

- Please visit <http://www.ohsu.edu/xd/health/for-patients-visitors/preparing-for-your-stay/lodging.cfm> for information about local lodging options, or we can provide you with a list of local hotels who offer reduced rates to your support system while you are hospitalized. OHSU does not provide on-site housing.
- We offer several on-site cafes and a 24 hour/day cafeteria where your family and friends may purchase meals. Many area restaurants are a short drive or bus ride away. There are Safeway and a Fred Meyer stores close to OHSU. Both are on bus lines. A convenience store is within walking distance.
- Medical transportation upon discharge or transfer from OHSU is not often covered by insurance. We can assist in identifying medical transportation vendors for you, and can help you make arrangements for medical transportation.
- Please have flexible transportation available so you don't incur unnecessary hospital costs, as insurance will only cover your stay in a hospital until you are medically stable for discharge.
- For those who lack insurance, OHSU offers a need-based assistance program to Oregon residents to help cover hospital costs.

Your signature below indicates you have read this guide.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Patient or responsible party sign here)

**Referring hospital, please fax signed form to 503 494-4424, attn: Admissions Case Manager**