

Discharge Folders

- Use best practice for discharge packet
 - Colorful folder – hospital-specific with logo works well
 - Space to insert business cards for staff such as DON and Care Manager
 - Put holder in the patient's room where it can readily be seen (such as clear chart holder on the wall)
 - Left side of the folder holds hospital information such as Patient Rights & Responsibility, Advance Directive, specific information re: nutrition, non-smoking facility/campus etc.
 - Right side includes:
 - Diagnosis-specific education/instructions
 - Medication instructions
 - Potential medication side effect
 - General and specific D/C instructions
 - Other specific to the hospital