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