

6 February 2015

Dear Sir/Madam

Thank you for your recent Freedom of Information request regarding discharge checklists.

The Trust can provide the following information:

Please see below.

If you have any queries about this response please contact the information governance manager at foi@homerton.nhs.uk, in the first instance. If, following that, you still have any concerns, you may contact the Information Commissioner either by letter, FOI/EIR Complaints resolution, Wycliffe House, Water Lane, Wilmslow, Cheshire SM9 5AF, or by email www.informationcommissioner.gov.uk to take them further.

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Yours sincerely

Laura Evans
Information Governance Administrator

Mike Dunne
Information Governance Manager/Deputy Calidcott Guardian

QUESTIONS	RESPONSES
<p>1. Do you have a discharge checklist document available for staff to use when patients are leaving your hospital?</p>	<p>Yes, both paper version and EPR version.</p>
<p>2. If so, when is this discharge checklist completed eg. at point of discharge, or 48 hours prior to discharge?</p>	<p>Point of discharge for paper checklist at at any point. During admission for EPR checklist (MDT use this)</p>
<p>3. Was this check list developed using guidance issued by Department of Health or NHS England? If so please tick the applicable guidance:</p> <ul style="list-style-type: none"> a. Achieving timely 'simple' discharge from hospital: A toolkit for the multi-disciplinary team. (NHS) b. Ready to go? Planning the discharge and the transfer of patients from hospital and intermediate care. (DH) c. Discharge from hospital: pathway, process and practice (DH) d. Other - please provide the name 	<p>Please tick as appropriate:</p> <ul style="list-style-type: none"> a. <input checked="" type="checkbox"/> b. <input checked="" type="checkbox"/> c. <input checked="" type="checkbox"/> d. <input type="checkbox"/> <p>If 'Other' please provide the name:</p>
<p>4. If you have a written discharge checklist, does it contain any of the following:</p> <ul style="list-style-type: none"> a. Method of transport for the patient post discharge b. If relatives or carers have been informed of the discharge, prior to the discharge c. If new medicines have been prescribed during the hospital stay d. If the home environment (where an individual is discharged to) is a suitable place for the patient to recuperate in. e. If essential food, water, heating are available in home environment f. If written or verbal advice has been given to the patient 	<p>Please tick as appropriate</p> <ul style="list-style-type: none"> a. <input checked="" type="checkbox"/> b. <input checked="" type="checkbox"/> c. <input type="checkbox"/> d. <input checked="" type="checkbox"/> e. <input checked="" type="checkbox"/> f. <input type="checkbox"/>

For the elements we haven't ticked, these would form part of the discharge summary