	Policies and Procedures Title: REFERRAL PROCESS FOR INTERPROFESSIONAL SERVICES - NURSING Number: 1010
Authorization: [X] SHR Nursing Practice Committee	Source: Nursing Date Approved: Date Effective: March 25 th , 2015 Scope: SHR and Affiliates

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1. PURPOSE

- 1.1 To standardize referral process to interprofessional services for nursing to facilitate consistent recognized practice.

2. POLICY

- 2.1 Registered Nurses (RNs), Graduate Nurses (GNs), Registered Psychiatric Nurses (RPNs), Graduate Psychiatric Nurses (GPNs), Licensed Practical Nurses (LPNs) and Graduate Licensed Practical Nurses (GLPNs) will write referrals and process.

3. PROCEDURES

Note: See Appendix A – Work Standard

- 3.1 Identify referral and rationale

Note: Nursing referrals include (not limited to):

- Physiotherapy,
 - Occupational therapy,
 - Dietitian,
 - Social Work,
 - Speech
 - Client Patient Access Services,
 - Wound Care,
 - Mental Health and Addictions,
 - Mental Health Liaison Nurse,
 - First Nations and Metis Health,
 - TB Control,
 - Chronic Disease Management (Live Well)
- <http://infonet.sktnhr.ca/chronicdiseasemanagement/Pages/Home.aspx>

3.2 Write referrals in Practitioner’s Orders including rationale, date, time and signature with designation.

EXAMPLE

SASKATOON HEALTH REGION
 Saskatoon, Saskatchewan

RUH SCH SPH OTHER _____


PRACTITIONER’S ORDERS

DO NOT USE		USE THIS		DO NOT USE		USE THIS				
U, ml, mg, g		UNITS		cc		mL				
QD or qd		DAILY		µg		mcg				
drug name, abbreviations		write generic drug name		@		at				
				2 or <		greater than or less than				
				trailing zero (.0 mg)		never use zeros AFTER decimal				
				lack of leading zero (.x mg)		always use zeros BEFORE decimal				
DATE	TIME	ORDERS				PROCESSED				
		PRINT AND SIGN NAME				TIME	M A R	I C P	R E Q	R N
March 25/15	1000	Dietary consult- poor appetite.								
		<i>Marla Smith R.N.</i>								

3.3 Flag order to be processed.

3.4 Complete applicable consultation/referral form and send as per facility protocol.

3.5 Ensure order process is completed.

 WORK STANDARD	Name of Activity: Referral Process for Interprofessional Services-Nursing		
	Location: SHR		Department: Nursing
	Document Owner: SHR Nursing Practice Committee		Region/Organization where this Work Standard originated: Saskatoon Health Region
	Date Prepared: March 25/15	Last Revision:	Date Approved: March 25/15

Work Standard Summary: Registered Nurses (RNs), Graduate Nurses (GNs), Registered Psychiatric Nurses (RPNs), Graduate Psychiatric Nurses (GPNs), Licensed Practical Nurses (LPNs) and Graduate Licensed Practical Nurses (GLPNs) will write referrals and process.

Essential Tasks:	
1.	Identify referral and rationale.
2.	Write referral in Practitioner’s Orders; include rationale, date, time and signature with designation.
3.	Flag order to be processed.
4.	Ensure order process is completed.