

Fort Bayard Medical Center  
Skilled Nursing and Long Term Care

Required Information

To ensure that the admission of a referred individual is processed smoothly and efficiently, please see that the following information is obtained from the referring hospital, nursing home or attending physician and provided to Fort Bayard Medical Center **BEFORE** the arrival or admission of an individual.

1. Transfer Form or Discharge Summary
2. History and Physical Examination Documentation(within 6 months prior to admission)
3. Abstract(the most current one)
4. Any other assessments
5. Most recent lab work include HIV, X-Rays, MRI, CT Scan(within 1 year)
6. Progress Notes(nursing, social services and physician)
7. Incident Reports (identifying behavioral issues, combativeness, sexual inappropriateness, striking out, accidents, etc...)
8. Medical History (operations, allergies, fractures, etc...)
9. Psychological/Psychiatric Evaluations(if applicable), history of Psychiatric Hospitalizations(if known)
10. List of Present Medications
11. Consultation Reports
12. Emergency Room Reports(if applicable)
13. Guardianship papers if referred individual is incompetent or statement of competency, copies of Power of Attorney/Durable Power of Attorney, Conservatorship, etc...
14. PASSR approval i.e., level I or Level II or documentation from PASSR office suggesting otherwise.
15. Copies of Advance Directives (if applicable, i.e., Burial Plan, Life Insurance, Living Will, etc...)
16. Copy of Medicaid/Medicare Card(s)
17. All Financial Information/attached documents
18. Copies of Social Security/Insurance Cards
19. Copy of Photo Id
20. PT/OT/Speech Evaluations and Progress Notes
21. Vaccination records
22. Dietary assessment including most recent height, weight, usual body weight, significant weight change for 1,3 & 6 months (if known), and current diet (including supplements and allergies) or tube feeding orders.

If we do not receive all required information, the admission process will be delayed until received.