Policy/Plan or Short Narrative for Access to General Internal Medicine and Adult Sub-Specialists Either by In-House Consultation or Transfer to Adult Facility

Date Effective: MM/DD/YYYY
Type of Policy: Please indicate if this document is hospital policy or ACHD program policy/clinical guideline.

Purpose
Indicate why this policy is in place and the population it benefits.

Policy Statement
State the actual policy to ensure access to general internal medicine and adult sub-specialists so that ACHD patients with non-cardiac issues are properly managed. This statement can be a brief overview of the policy, but please reference:

- The location where patients requiring non-cardiac care are sent if the medical issue is beyond the scope of what is available at your facility (i.e. what facility; might be dependent on their condition)
- The team and/or personnel involved in the referral and transfer process (i.e. the ACHD team)
- Sub-specialties involved should include (but are not limited to): IM consult, intensivist, pulmonologist, nephrologist, hematologist, neurologist, gastroenterologist, OB/GYN, Infectious disease, and general surgery.
- Frequency of evaluation of patients with non-cardiac issues

Procedures
Describe the actual procedures for ensuring access to general internal medicine and adult sub-specialists either by in-house consultation at your institution or transfer to an adult facility. Please include details such as:

- The most common non-cardiac admissions for patients with ACHD (i.e. neurological disorders or pregnancy)
- How ACHD patients with these co-morbidities are treated in your institution (i.e. staff involved and timeline of the care process)
- General personnel and teams involved in treating ACHD patients with non-cardiac issues
- Relationship between ACHD team and other providers and departments in your institution
References
If applicable, please list any articles or other resources utilized to develop your institution’s policy for ensuring access to general internal medicine and adult sub-specialists either by in-house consultation or transfer to an adult facility.

Required Signatures
This document requires signatures from specific personnel. Please note that we require signatures from ALL of the individuals listed below in order for the document to be valid:
- Medical Program Director of ACHD

Helpful Tips
- If you would like, please upload any documentation or examples of the above policy to the additional files section of I Inpatient Services. It is not a requirement. Please save the document with I6 in the title so that we know which policy/procedure the uploaded document references.