

### Admission Orders PC.A20

**POLICY:** Patients admitted to Lifesong Hospice and Palliative Care have a physician's order for care.

**PROCEDURE:**

1. The hospice obtains orders from a physician according to law and regulation and professional standards of practice before providing care.
2. Oral and telephone orders are put in writing and signed and dated with the date of receipt by the individual accepting the order.
3. Only personnel authorized to do so by applicable State or Federal laws and regulations may accept verbal orders from a physician. In the state of Pennsylvania this includes physicians, registered nurses and licensed practical nurses.
4. The hospice nurse is responsible for confirming the admission orders with the patient's attending physician (if there is one) or the hospice physician.
5. The admission orders are sent to the physician's office for signature and upon receipt by the hospice, placed in the patient's clinical record. Physician's orders must be signed within 7 days of receipt.

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