

Risk Tip: Referrals to Consultants

To assist the patient in navigating continuity of care and continued treatment recommendations referrals may be necessary.

It is helpful if consultant receive the following:

- Documentation of the reason for the referral
- Current progress notes
- Current lab/diagnostic test results
- Documentation of the need for either a transfer of care or consultation only
- A request to notify the office if the patient fails to keep the scheduled appointment.

If the patient fails to keep a scheduled appointment, nursing should contact the patient to discuss further and document the conversation. If the appointment is kept, the consultant will send a letter stating his/her findings and recommendations. When the letter is received, the physician should indicate his/her review of the letter by initialing and dating it.

This resource may not be reprinted, in part or in whole, without the prior, express consent of Professional Solutions Insurance Company. If you would like to discuss a particular situation, please contact our risk management division at 1-888-336-2642 or riskmanagement@psicinsurance.com. Information provided is offered solely for general information and educational purposes. It is not offered as, nor does it constitute, legal advice or opinion. You should not act or rely upon this information without seeking the advice of an attorney.