



CDSS

WILL LIGHTBOURNE  
DIRECTOR

STATE OF CALIFORNIA—HEALTH AND HUMAN SERVICES AGENCY  
**DEPARTMENT OF SOCIAL SERVICES**

744 P Street • Sacramento, CA 95814 • [www.cdss.ca.gov](http://www.cdss.ca.gov)



EDMUND G. BROWN JR.  
GOVERNOR

June 29, 2018

ALL COUNTY INFORMATION NOTICE: ACIN I-42-18

TO: ALL COUNTY WELFARE DIRECTORS  
ALL ADULT PROTECTIVE SERVICES PROGRAM MANAGERS

**SUBJECT: HOSPITAL DISCHARGE CHALLENGE TEMPLATE**

This All-County Information Notice (ACIN) is to make county Adult Protective Services (APS) programs aware of the Hospital Discharge Letter template and its use.

The Hospital Discharge letter is a recommended tool for counties to use when advocating for their clients and is not a required form. The purpose of the letter is to inform hospitals that APS believes a discharge plan for a specific client is inappropriate because it puts the client at risk. The letter cites California Health and Safety Code 1262.5, which obligates hospitals to ensure that patients will not suffer adverse health consequences at discharge. APS is to specify why they believe the discharge is unsafe.

The Hospital Discharge letter should only be used when collaboration has failed and the client's safe discharge is in question.

For more information about how hospital discharge planning is intended to work and suggested APS practices regarding working with hospitals to resolve unsafe discharge issues, see the National Adult Protective Services Guidance on the subject at <http://www.napsa-now.org/wp-content/uploads/2017/10/Discharge-Planning-Brochure.pdf>

ACIN I-42-18  
Page Two

For questions, please contact John Hartmire at 916-651-5111 or by email at [john.hartmire@dss.ca.gov](mailto:john.hartmire@dss.ca.gov).

Sincerely,

***Original Document Signed By:***

DEBBI THOMSON  
Deputy Director  
Adult Programs Division

Attachment

c: CWDA

Date:

From:

To:

Hospital:

RE:

This letter is in response to notification that your facility intends to discharge a patient and refer to Adult Protective Services in \_\_\_\_\_ County. Please be advised that APS believes discharging this client does not comply with California Health & Safety Code Section 1262.5 and/or Medicare regulation 42 CFR Section 482.43. The services needed to ensure a safe discharge have not been put in place. APS is therefore requesting that the discharge of \_\_\_\_\_ be postponed until such time that the necessary services are in place.

Pursuant to California Health & Safety Code 1262.5 (b), hospitals are obligated to have a written discharge planning policy that ensures that an adequate written discharge plan is in place for every patient likely to suffer adverse health consequences without adequate discharge planning. Specifically, the code reads:

*(a) Each hospital shall have a written discharge planning policy and process. (b) The policy required by subdivision (a) shall require that appropriate arrangements for posthospital care, including, but not limited to, care at home, in a skilled nursing or intermediate care facility, or from a hospice, are made prior to discharge for those patients who are likely to suffer adverse health consequences upon discharge if there is no adequate discharge planning. If the hospital determines that the patient and family members or interested persons need to be counseled to prepare them for posthospital care, the hospital shall provide for that counseling.*

In the case of \_\_\_\_\_, the services necessary to meet his/her continuing health care needs are: (list services needed)

These services cannot currently be secured or made available because:

APS is opposed to discharging him/her until such time the "appropriate arrangements for posthospital care" are available. Discharging in the absence of necessary services is not an acceptable discharge plan. APS remains committed to assisting you, within the Department's protocol and available resources, in returning \_\_\_\_\_ to the community.

Sincerely,

\_\_\_\_\_  
Print Name Title County Agency

\_\_\_\_\_  
Signature