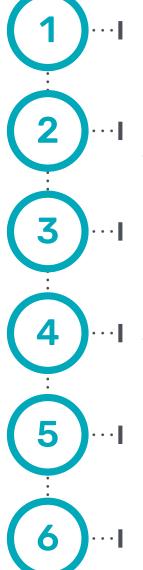


Referral process for Inpatient Admission



Phone Intake on **03 5240 0741**

Intake Clinician will require:

Patient's name | Address | Contact numbers | Health Insurance details Date of Birth | Outline current issues | Current regime | Previous treatments Any risk history or potential risk factors **Fax referral letter to: 03 5240 0799**

Referrals for Admission

Intake clinician will contact duty Psychiatrist, Registrar, or Manager of specialist program to discuss referral

Intake clinician will contact patient

Any additional information will be obtained (including current risk assessment) and the patient will be informed of the outcome of their health fund check)

Intake clinician will discuss with referrer

Suitability of referral according to entry criteria of program Patient's health insurance status

If admission criteria is met and Psychiatrist is willing to admit:

Patient will be contacted to arrange admission time. Referring doctor will be notified of patient's admission date and their treating psychiatrist.

Following patient discharge, a nursing discharge and medical discharge summary will be sent to the referrer.

The Geelong Clinic

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