

PROGRAM POLICY - ICF/DD-H

- 1 Each of OPTIONS ICF/DD-H facilities will adhere to the following bed hold procedures:
 - 1.1 Allow each supported person the option of having his/her bed held for up to seven days following the supported person's transfer to an acute care hospital.
 - 1.2 Inform the supported person or his/her representative in writing of the supported person's right to exercise the bed hold.
 - 1.3 The ICF/DD-H is not required to hold a bed if the supported person's physician notifies the facility that the supported person is expected to stay in the acute care hospital for longer than seven days.
 - 1.4 The ICF/DD-H may not bill Medi-Cal for any days following the date the attending physician provides notification that the bed is not to be held.
 - 1.5 The ICF/DD-H may bill private pay supported persons for bed hold days not to exceed the supported person's daily rate of care in the ICF/DD-H.
- 2 The supported person or his/her representative may designate at the time of admission to the ICF/DD-H or upon admission to an acute care hospital the supported person's desire for a bed hold to be maintained (unless otherwise notified by the supported person's attending physician).
- 3 The ICF/DD-H will include the bed hold policy in admission information as a part of the admission agreement.
- 4 The facility will notify the supported person or his/her representative upon admission to the ICF/DD-H of the supported person's option to have his/her bed held for seven days in the event the supported person is transferred to an acute care hospital.
- 5 Sample bed hold supported person/supported person representative notification text:

"Department of Health Services Licensing and Medi-Cal regulations require facilities to allow a bed to be held for any supported person upon transfer to an acute care hospital if the supported person is expected to return within seven days. The supported person or his/her representative must be informed on admission to the ICF/DD-H and on transfer to an acute care hospital of this requirement. The supported person or his/her representative must inform the facility at the time of admission or within 24 hours after transfer of his/her desire to exercise the bed hold option. Supported persons who pay privately will be responsible for daily rate charges for bed hold days."

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Bed Hold

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6 Responsibilities of the Attending Physician

- 6.1 The attending physician will notify the ICF/DD-H either in person or by telephone of the supported person's expected length of stay at the acute care hospital.
- 6.2 If the physician anticipates an acute care hospital stay of seven days or less, the bed hold procedure may be utilized. If the physician indicates an acute care hospital stay of more than seven days, the bed hold will not be utilized, except in cases where a different agreement is made at the time of admission to the ICF/DD-H or transfer to an acute care hospital. (Note: Medi-Cal will reimburse the ICF/DD-H for no more than seven days of bed hold.)

POLICY DATE: February 1996
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