

**UC Riverside, School of Medicine Policies and Procedures**  
**Policy Title:** Patient Transfers to and from Certain Healthcare Organizations  
**Policy Number:** 950-02-039

<b>Responsible Officer:</b>	Chief Medical Officer
<b>Responsible Office:</b>	UCR Health
<b>Origination Date:</b>	February, 2023
<b>Date of Revision:</b>	April, 2024
<b>Scope:</b>	UCR Owned and Affiliate Practice Locations

## I. Policy Summary

This policy outlines the patient transfer process in accordance with the University of California Policy on *Affiliations with Certain Healthcare Organizations*.

## II. Definitions

**Affiliate:** A health care provider, health plan, or other entity that owns or operates an organization that provides health care services in the United States and with which the University has established an affiliation.

**Covered Person or Organization:** A health care provider, health plan, or other person or organization owning or operating locations where the health care services are provided in the United States, that has adopted or operates pursuant to policy-based restrictions on health care services. A covered person or organization with which the University has established an affiliation is a **Covered Affiliate and the arrangement is a Covered Affiliation**. Public affiliates are not Covered Organizations or Affiliates under this policy.

**Policy-Based Restrictions:** Restrictions imposed by a Covered Affiliate, directly or through its governing body, sponsors, or other non-governmental authority, on health care services within the scope of a health care provider's license. This term does not refer to services that the Covered Affiliate is: (i) barred from performing as a matter of federal or state law, (ii) unable to provide to ANY patient due to absence of necessary equipment or qualified personnel, lack of applicable licensure or accreditation, or lack of financial resources: or (iii) that the Covered Affiliate limits or restricts as a result of credentialing, privileging, and utilization review polices or processes consistent with California law and Medicare Conditions of Participation.

**UC Clinical Location:** A collection of University buildings and personnel that service a University academic health system, student health, or counseling center, or other health delivery sites including hospitals, ambulatory surgery centers, outpatient centers, clinics, or other locations where preventative, diagnostic, therapeutic, or other interventional physical or behavioral health care services are provided to UC patients, students, employees, or research participants.

## III. Responsibilities

A. When UCR clinical faculty members are supervising trainees, UCR faculty are ultimately responsible for the care of the patient in accordance with the UCR Graduate Medical Education supervision policy.

Faculty should ensure that they assist with the transfer of patients to or from Covered Affiliates. Any questions or barriers to the transfer of care must be immediately directed to the department chair.

- B. Under the supervision and with assistance from UCR faculty, trainees must help arrange for appropriate referrals and transfers of care. Any questions or barriers to the transfer of care must be immediately directed to the program director. If the program director is not available at that time, issues must be immediately escalated to the department chair.
- C. Complaints regarding policy-based restrictions at Covered Affiliates should be referred to Compliance Advisory Services for investigation and resolution.

#### IV. Procedures

##### A. Patients at a UC Clinical Location Requiring Transfer to a Covered Affiliate:

Each patient being transferred from a UCR Health clinic, shall be provided with an After Visit Summary, which shall provide the patient with information about care at Affiliated Organizations and the website address where more information can be obtained.

##### B. Provider Obligations Towards UCR Health Patients at Covered Affiliates:

All faculty and trainees' clinical decisions must be consistent with the standard of care and independent professional judgment.

1. Inform patients of all of their health care options.
2. Prescribe any interventions that are medically necessary and appropriate.
3. Transfer or refer patients to other facilities whenever it is determined that it is in the patient's interests.
4. Provide any item or service deemed in the resident/fellow's professional judgment to be necessary and appropriate in the event of an emergency. This includes the provision of any necessary items or services to any patient for whom referral or transfer to another facility would risk material deterioration to the patient's condition.

Faculty and trainees must be educated on the transfer process for the services listed below:

1. Abortion
2. Contraception
3. Assisted reproductive technologies
4. Gender-affirming care
5. End-of-life care

#### V. References

UCR SOM *Resident Supervision Policy*. 950-09-011

<https://policy.ucop.edu/doc/5000698/AffiliationHealthcareOrganizations>

**Approvals:**

COMPLIANCE COMMITTEE APPROVAL (04/29/2024)

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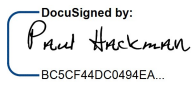
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