



IMPORTANT INFORMATION REGARDING YOUR RECENT REFERRAL

To ensure that your referral is triaged appropriately, please review this Checklist as you create the referral. Copies of this Checklist are available online at www.ahs.ca/QuRE. You can also order your pocket-sized version by emailing access.ereferral@ahs.ca

For your convenience, a QuRE referral template that auto-populates key patient information is also available on TELUS MedAccess, TELUS PS Suite, TELUS Wolf, Healthquest and QHR Accuro. You can simply fill them out directly in these EMRs.

TIPS

Quality Referral Pocket Checklist	
PATIENT INFORMATION Name, DOB, PHN, Address, Phone, Alternate contact, Translator required	→
PRIMARY CARE MD/NP INFORMATION Name, Phone, Fax, CC / Indicate if different from family physician	→
REQUESTING MD/NP INFORMATION Name, Phone, Fax	→
CLEARLY STATE A REASON FOR REFERRAL	
Diagnosis, management and/or treatment Procedure issue / Care transfer Is patient aware of reason for referral?	→
SUMMARY OF PATIENT'S CURRENT STATUS	
Stable, worsening or urgent/emergent What do you think is going on? Patient's expectation Symptom onset / Duration Key symptoms & findings / Any red flags	→
RELEVANT FINDINGS AND/OR INVESTIGATIONS (Pertinent results attached)	
What has been done & is available What has been ordered & is pending	→
CURRENT AND PAST MANAGEMENT (List with outcomes)	
None Unsuccessful / Successful treatment(s) Previous or concurrent consultations for this issue	→
COMORBIDITIES	
Medical history Pertinent concurrent medical problems <ul style="list-style-type: none"> List other MD/NP involved in care if long-term conditions Current & recent medications <ul style="list-style-type: none"> Name, dosage, PRN basis Allergies / Warnings & challenges	→

- Assist with patient communication by indicating patient's preferred method of contact and if they will be unavailable (e.g. holiday, etc.).
- Don't forget that the referring provider isn't always the family physician. Keep everyone in the loop.
- Make sure to express clear expectations for the consult outcome, and outline a specific question.
- Current status is must-know clinical information that has a direct impact on patient care and referral statuses.
- Ensure you have listed any recently ordered tests so the receiving provider doesn't order them again. But, don't include pages of paperwork. Highlight clinically relevant, pertinent positive and negative findings.
- Provide information on what has been tried previously and why a consult is required.
- Include medical history to help the consultant determine the complexity and urgency of the referral.

More learning resources are available online at www.ahs.ca/QuRE