Appendix I: Staff script for the COVID-19: My discharge checklist

Below is a suggested short script for the healthcare team member providing the COVID-19: My Discharge Checklist to the patient:

“I have a discharge checklist for you that can help you feel confident to manage your health when you leave here. Can I show it to you now?

This checklist was created by patients for patients who have been in hospital for COVID-19 treatment. It can help you feel ready for the conversation you’ll have with your circle of care in a few days about your discharge home. You can take this checklist with you, and share it with your loved ones involved in your healthcare.

There are sections to help you think through:

- Different ways to have someone support you with your hospital discharge conversation
- The medicine you will need and how you will get them
- Your follow-up appointments and options to get medical advice
- Questions you may want to ask us before you leave
- And good sources of information about COVID-19

You’ll notice there is space for you to write down any question or concerns that you have before you leave hospital as well (ensure patient has a pen). This is your checklist, so you can write down any notes you think would be helpful for you and your loved ones.

I am giving this to you now so that you have a few days to go through it and fill it out as much as you wish. You can talk with a friend or family member (someone you trust) if you choose, before you discuss your discharge with the nurse/doctor. We also have a discharge checklist to make sure we have completed all of our tasks related to your discharge from hospital.

(Question to help build importance for the patient to complete/use the checklist): How might this checklist help you as you get ready to leave hospital?

(Questions to help assess readiness): How does that plan sound? Do you have any questions?”