

Your Discharge Planning Checklist:

For patients and their caregivers
preparing to leave a hospital, nursing home,
or other health care setting



NAME: _____

Reason for admission: _____

During your stay, your doctor and the staff will work with you to plan for your discharge. You and your caregiver are important members of the planning team. A caregiver is a family member or friend who may be helping you after discharge. Below is a checklist of important things you and your caregiver should know to prepare for discharge.

Instructions:

- Use the checklist early and often during your stay.
- Talk to your doctor and the staff (for example, a discharge planner, social worker, or nurse) about the items on the checklist.
- Check the box next to each item when you and your caregiver complete it. 
- Use the notes column to write down important information like names and phone numbers.
- Skip any items that don't apply to you.

ACTION ITEMS	NOTES
What's Ahead?	
<input type="checkbox"/> Ask where you will get care after discharge. Do you have options? Be sure you tell the staff what you prefer.	
<input type="checkbox"/> If a family member or friend will be helping you after discharge, write down the name and phone number.	
Your Condition	
<input type="checkbox"/> Ask the staff about your health condition and what you can do to help yourself get better.	
<input type="checkbox"/> Ask about problems to watch for and what to do about them. Write down a name and phone number to call if you have problems.	

My Drug List as of (date): _____

Include prescription drugs, over-the-counter drugs, vitamins, and herbal supplements.

DRUG NAME	WHAT IT DOES	DOSE	HOW TO TAKE IT	WHEN TO TAKE IT	NOTES

My Appointments

APPOINTMENTS AND TESTS	DATE	PHONE NUMBER

Resources

The agencies listed here have information on community services, like home-delivered meals and rides to appointments. You can also get help making long-term care decisions. Ask a social worker in your health care setting for more information on community services and support.



Area Agencies on Aging (AAAs): Help adults age 60 and older and their caregivers. To find the AAA in your area, call The Eldercare Locator at 1-800-677-1116 weekdays from 9:00 a.m. to 8:00 p.m. (EST), or visit www.eldercare.gov.

Long-Term Care (LTC) Ombudsman Program: Advocate for, and promote the rights of, residents in LTC facilities. Visit www.Ltcombudsman.org.

Aging and Disability Resource Centers (ADRCs): Offer resources to help people of all incomes and ages stay independent. Visit www.adrc-tae.org.

Centers for Independent Living (CILs): Help people with disabilities live independently. For a state-by-state directory of CILs, visit www.ilru.org/html/publications/directory/index.html.

State Technology Assistance Project: Has information on medical equipment and other assistive technology. Call 1-703-524-6686 to get the contact information for your state, or visit www.resna.org.

National Long-Term Care Clearinghouse: Provides information and resources to plan for your long-term care needs. Visit www.longtermcare.gov.

National Council on Aging: Provides information about programs that help pay for prescription drugs, utility bills, meals, health care, and more. Visit www.benefitscheckup.org.

State Health Insurance Assistance Programs (SHIP): Offer counseling on health insurance and programs for people with limited income. Also help with claims, billing, and appeals. Visit www.medicare.gov/contacts/Default.aspx, or call 1-800-MEDICARE (1-800-633-4227) to get your SHIP's number. TTY users should call 1-877-486-2048.

State Medical Assistance (Medicaid) office: Provides information about Medicaid. To find your local office, call 1-800-MEDICARE and say, "Medicaid." You can also visit www.medicare.gov.

Medicare: For more information about what Medicare covers, call 1-800-MEDICARE, or visit www.medicare.gov.