



**Community
Health
Agency**

Department of Public Health
Disease Control Branch
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Director

DEPARTMENT OF PUBLIC HEALTH (DOPH) RESPONSE PLAN

I. Non-Holiday, Week Day Discharge – 8 a.m. to 5:00 p.m.

- A. Upon receipt of faxed, mailed, or called Confidential Discharge Plan and Approval Form, the DOPH will provide a response within one-half day.
- B. If the Plan is approved, the process will be completed.
- C. If criteria for Discharge approval is not met, the DOPH will:
 - 1) Inform the Health Care Provider of what additional information and/or action is needed prior to discharge;
 - 2) If a home evaluation is needed to determine if environment is suitable for discharge, DOPH staff will make a home visit within one (1) working day. Findings will be reviewed with the Health Officer or designee, and a decision regarding discharge will be made.
 - 3) If the patient is homeless, or most likely will be difficult to locate after discharge, the patient must be interviewed by DOPH staff to obtain locating information prior to discharge. The in-person interview will take place within one (1) working day of notification of the department.

II. Holiday, Weekend or After Hours Discharge

In the event a patient is ready for discharge on a holiday or weekend, the following action should be taken:

- A. Contact the Department of Public Health answering service at (909) 782-2974.
- B. Request that the TB Duty Officer be paged.
- C. Fax the Confidential Discharge Plan and Approval Form to the TB Duty Officer, or provide information required to complete the form.
 - 1) If Discharge Plan is not approved due to an unstable home environment or need for home evaluation, the patient must be retained until appropriate arrangements can be made. Action will be taken by DOPH staff on the next regular business day.