

Spiritual Care Documentation Policy

Hospice policy excerpt | Final specimen

<https://www.editfast.com/editing-services/religion-and-spirituality/chaplaincy-services/>

A policy excerpt rewritten so that each duty carries the period, the standard or the exception a reader has to act on.

FINAL TEXT

Spiritual assessment. A chaplain completes and documents the comprehensive assessment for each patient no later than five calendar days after the election of hospice care. The interdisciplinary group reviews, revises and documents the plan of care as frequently as the patient's condition requires, and no less frequently than every 15 calendar days.

Record entries. Entries in the clinical record are legible, clear, complete, and appropriately authenticated and dated, in accordance with this policy and currently accepted standards of practice.

Facility directory. Where a caller or visitor asks for a patient by name, staff may give the patient's name, location in the facility and condition described in general terms. Religious affiliation is released to members of the clergy and to no one else. Directory information is released only where the patient has been given an opportunity to object and has not objected. Where that opportunity cannot practicably be provided because of incapacity or an emergency treatment circumstance, directory information may still be used or disclosed.

EXAMINER
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