

**Arranging for Discharge to Rehabilitation or
Long Term Care in a Skilled Nursing Facility
(SNF)**

Important Information for you and your family.

Provided by:
Social Work Services
Continuum of Care Department
University Hospital
Upstate Medical University

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Now that you and your family have made the decision to go to a Rehabilitation Facility or a Skilled Nursing Facility (SNF), we will need your cooperation to arrange this discharge. Rehabilitation is frequently done in qualified nursing homes, skilled nursing facilities or acute hospital based facilities.

University Hospital social work staff is available for assistance in the development of discharge plans and appropriate placement of all patients requiring post-acute care. The hospital social worker will be working with you and / or your significant other to secure an appropriate placement in a facility.

Initial Steps:

All skilled nursing facilities and acute rehabilitation facilities require a back-up payment source to Medicare or other insurances. This may include private assets or applying for Medicaid. As a customer service, the Social Worker will assist you in determining which alternative best meets your circumstances. The Social Worker may refer you to the Business Office if a Medicaid application is needed. It is imperative that the Medicaid application process be initiated as soon as possible.

The Business Office personnel can be reached Monday through Friday, between the hours of 8-4:30, at 464-8043.

Will I be able to choose the facility?

When residential health care facility placement is indicated, you and your family representative will be given the opportunity to participate in the selection of the residential health care facility to which the applications for admission are made.

You will be asked to identify at least 5 preferences for facilities.

Under NYS and Federal regulations, hospital staff must contact appropriate facilities within a reasonable distance. When you no longer require hospitalization, staff will need to make referrals to facilities within the community or local geographical area, generally within a 50 mile radius. It is very important that you identify your preferences as soon as the need for facility placement has been identified.

Although we try to arrange for the facility of your choice, you will be expected to accept the first available bed in an appropriate facility which is able to meet your continuing care needs. If you do not do this, you are at risk of losing your insurance coverage for the continued hospital stay. Therefore it is very important to tell us your preference as soon as possible, so that we can notify the facilities of your preference.

You may be asked to accept placement in an appropriate facility until your facility of choice becomes available

How can I arrange to see the facilities I am interested in?

We encourage that you and your family contact the Admissions Office in the facilities where you have an interest, and arrange for a tour as soon as possible. Facility staff always appreciates family involvement. Continued contact with them may enhance the probability of acceptance.

How long will I stay at University Hospital?

You and your family will be informed when the need for acute care hospitalization no longer exists. At that time your needs can best be met in an alternate setting such as a skilled nursing or rehabilitation facility.

Again, you may be asked to accept placement in an appropriate facility until your facility of choice becomes available.

Again, please feel free to contact your Social Worker in the Continuum of Care Department if you have any questions about this process.