



➤ **IF REFERRAL IS URGENT, CONTACT OUR ADMINISTRATIVE ASSISTANT AT**

**613-801-0035, ext. 200**

- Incomplete referrals will be returned without review.
- Care is not assumed until patient is seen by CPMA.
- Fax completed referral to **613-801-0036**.

**Criteria for care by our group:**

- Must have a life-limiting illness which is actively progressing and requires symptom management and /or end of life care.
- Prognosis has been discussed with patient/POA, who have agreed to referral to CPMA.
- Palliative Performance Scale (PPS)  $\leq$  50% (see [this resource](#) or [cpmaottawa.ca/pps](http://cpmaottawa.ca/pps))
- Must have a CCAC Palliative Care Coordinator and be currently receiving palliative home nursing visits. We cannot accept the care of patients who are on a waitlist for nursing services.
- Must have adequate support to be maintained at home, at least initially.
- Must have a signed MD referral **with direct return contact information**.
- Attach most recent consult/clinic notes, relevant imaging reports and recent hospital discharge summary. It is the referring source's responsibility to provide this information to ensure timely consideration.

**IMPORTANT NOTES FOR REFERRALS OF HOSPITAL INPATIENTS:**

- New patients are not seen by CPMA on the day of discharge.**
- Ensure a plan for medical care is in place for discharged patients until seen by CPMA. This should be clearly communicated to the patient and caregivers. This is especially important for discharges planned on Fridays, weekends, and holidays.
- Direct communication between attending team and CPMA physician prior to discharge is mandatory.**
- Inpatient palliative care consultation is strongly recommended.
- Prior to discharge**, ensure that patient has adequate supplies in place at home. If indicated, order a Symptom Management Kit using the form available at [bit.ly/smkchamplain](http://bit.ly/smkchamplain).
- Complex patients should have a nursing visit at home on the day of discharge.
- Request that CCAC transfers patient to the Palliative Care Team upon discharge.
- The discharge summary, including medication list, should be faxed to CPMA at or before discharge.

**For details on our coverage area please see our website:**

[www.cpmaottawa.ca](http://www.cpmaottawa.ca)

**or the map at [bit.ly/ottawapalliativecaremap](http://bit.ly/ottawapalliativecaremap)**



Note that if you are using a patient label, please ensure that the information on the label pertains to the **address where care is to be delivered.**

Section 1: Patient Demographics:		
Name:	Does patient live alone? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Gender: Male <input type="checkbox"/> Female <input type="checkbox"/>	Main caregiver name:	
Date of Birth:	Relationship:	
Health Card # with VC:	Caregiver Phone#:	
<b>Address where care is to be delivered:</b>	Language spoken:	
Street Address:	If not English, is an interpreter required & available? <input type="checkbox"/> Yes <input type="checkbox"/> No	
City:	Current location if not home:	
Postal Code:	If in hospital, hospital physician name and approx. date of discharge:	
Phone # at site of care:	<b>Power of Attorney</b>	
	POA for Personal Care:	
	POA Contact information:	
Caregiver/Physician Details		
Family Physician:		
Does family physician wish to share care of patient at home?		
<i>* Please note the family physician must be contacted and agree to CPMA referral</i>		
<b>Referring staff physician:</b>		
_____	_____	_____
Print name	Signature of referring physician	OHIP Billing Number
<b>NOTE:</b>	<i>If unable to electronically or physically sign this form, check here to acknowledge that the referral is being sent on authority of the person named above:</i>	
	<input type="checkbox"/>	
<b>MANDATORY: Private Line/Cell Phone/Pager:</b>	<b>Direct Fax number:</b>	
_____	_____	
Section 2: Palliative Issues		
Life-limiting diagnosis:	Date of original diagnosis/pathology report:	
<b>Reason for referral at this time:</b>		



Current disease status:

Stable       Progressing       Deteriorating rapidly       Deteriorating slowly       Other: \_\_\_\_\_

Future treatments planned:

Estimated prognosis:

**Functional Status:**

Current Palliative Performance Scale (PPS):

For PPS, see [www.cpmaottawa.ca/pps](http://www.cpmaottawa.ca/pps)

Is functional status: Stable     Declining: Daily     Weekly     Monthly

**Goals and Plan of Care:**

What are the goals of care at this time?

Would the patient want to return to hospital to investigate and/or treat exacerbations or complications of their underlying condition?

DNR status confirmed: Yes     No

Any issues which would affect urgency of CPMA involvement:

**Section 3: Other Medical Issues**

Past Medical History (Please also attach a current list of medications and allergies):

Are you aware of any infection control issues?

Other relevant information (including mobility/access/mental capacity issues):

**Section 4: Place of Care Issues**

Are you aware of any safety, substance abuse, psychiatric or caregiver issues that could affect the ability to provide care in the home?