

# Best Health Care Center

## NOTICE OF TRANSFER/DISCHARGE

1) DATE OF NOTICE: January 13, 2010

2) RESIDENT: **John Doe**  
FACILITY: Best Health Care Center  
ADDRESS: 123 Everything's Great Blvd, Happy, TN 55555  
ADMINISTRATOR: Mr. T  
BOOKKEEPER: Suzie Q.  
PHONE NUMBER: (555) 123-4567

3) RESIDENT'S FAMILY MEMBER, LEGAL REPRESENTATIVE, or RESPONSIBLE PARTY (RP): **Jane Doe**  
ADDRESS: **123 Homeward Bound Rd  
Nopay, TN 00000**

4) DATE OF TRANSFER/DISCHARGE: June 11, 2010

Under federal law (42 U.S.C 1396r(c)(2)(A); 42 CFR 483.12), you may only be transferred or discharged from this nursing facility for one of the following reasons. The reason for discharge / transfer is:

- Your bill for services at this facility has not been paid after reasonable and appropriate notice to pay.
- It is necessary for your welfare and your needs cannot be met in this facility.
- Your health has improved sufficiently so that you no longer need the services provided by this facility.
- The safety of individuals in this facility is endangered.
- The health of individuals in this facility would otherwise be endangered.
- The facility ceases to operate.

- 5) The facility has made the following attempts to alert you to this situation and provide you an opportunity to correct the issue to avoid discharge or transfer (if applicable):
- a. 3/1/2010 – Bookkeeper spoke to the Responsible Party regarding the balance.
  - b. 3/10/2010 – RP came to Business Office and stated payment would be made in 2 weeks. Payment was never received by the facility.
  - c. 3/25/10 - Called RP. No answer. Left message to call facility.
  - d. 4/4/10 – called RP and left message regarding outstanding balance. Sent balance reminder.
  - e. 4/11/10 – called family member due to no return phone call. Call was answered and promptly hung up by the receiving individual.
  - f. 4/18/10 –collection letter sent. Phone call made.
  - g. 4/28/10 – 2<sup>nd</sup> collection letter sent.
  - h. 5/4/10 – Administrator called RP and notified her of the balance and asked what were her plans to ensure that Mr. Doe would be able to pay his balance. RP stated she would bring money in this week.
  - i. 5/11/10 – No payment received.

- 6) THIS FACILITY PLANS TO **TRANSFER/DISCHARGE** **JOHN DOE** TO THE FOLLOWING LOCATION:  
123 Homeward Bound Rd, Nopay, TN 00000

It has been determined by the resident’s physician that you, the resident, can medically be placed at this location with community services.

The facility has confirmed that the following community services are be available to you for this location:

- 1. Good Home Health Care (555) 444-4444
- 2. 24/7 Senior Care (555) 555-5555
- 3. Orthos R Us Rehab (555) 666-6666

If you, your RP, family member, or sponsor are unwilling to assist the center in coordination of this safe discharge, the center reserves the right to discharge the resident to another location or medical facility as appropriate.

- 7) You have the **RIGHT TO APPEAL** this transfer/discharge. Nursing home involuntary discharge appeal for review must be made to the Commissioner’s Designee in writing within thirty (30) days of receipt of the facility’s notice.

Fred Flinstone  
Commissioner’s Designee  
Dept. of Finance & Administration  
100 That’s The Ticket  
Good Times, TN 33333  
555-777-7777

- 8) You may wish to contact your DISTRICT LONG TERM CARE OMBUDSMAN:

**Judy Duty**  
**District Long Term Care Ombudsman**  
**111 East West St.**

**P.O. Box 000000  
Rocky Top, TN 44444  
555-888-8888 Office  
555-888-8889 Fax**

For Adult Protective Services:

**Adult Protective Services  
222 Guardian Street  
Next Door, TN 99999  
555-999-9999**

For the Department of Health Environment:

**Department of Health Environment  
Regional Office  
123 Criss Cross Dr, Bldg . 11  
Treewood, TN 77777  
555-868-6868**

For nursing facility residents with developmental disabilities, you may wish to contact the agency responsible for the protection and advocacy of developmentally disabled individuals under Part C of the Developmental Disabilities Assistance and Bill of Rights Act:

**Sha Sha Shentow, Executive Director  
Disability Law & Advocacy Center of Tennessee  
12345 Vertical Rd  
Suite 1  
Nonsense, TN 22222  
Phone: 555-111-1111  
Toll-free: 800-555-1111  
E-mail: [GetHelpNow@Fictitious name.org](mailto:GetHelpNow@Fictitious name.org)**

For nursing facility residents who are mentally ill, you may wish to contact the agency responsible for the protection and advocacy of mentally ill individuals established under the Protection and Advocacy for Mentally Ill Individuals Act:

**Sha Sha Shentow, Executive Director  
Disability Law & Advocacy Center of Tennessee  
12345 Vertical Rd  
Suite 1  
Nonsense, TN 22222  
Phone: 555-111-1111  
Toll-free: 800-555-1111  
E-mail: [GetHelpNow@Fictitious name.org](mailto:GetHelpNow@Fictitious name.org)**

- 9) Please contact us at (555) 123-4567 so that we can provide sufficient preparation and orientation for the resident in order to ensure a safe and orderly transfer or discharge.

- 10) A Physician's statement indicating that the resident can be cared for in another setting will be provided at the facility.

To set up payment arrangements and avoid discharge proceedings, please contact us at (555) 123-4567 .

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Facility Representative

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Date