

**** FOR OFFICIAL USE ONLY ****
FISHER HOUSE REFERRAL FORM

A referral is not a reservation and does not guarantee a space in the house.

OFFICE HOURS:

Mon-Fri: 9 am-4 pm
 Closed on weekends and all Federal holidays
Phone: (619) 532-9055, Fax: (619) 532-5216
 After hour check-in only by prior arrangement

Web site: www.fisherhouse.org



REQUESTED LODGING DATES:

____ / ____ / ____ to ____ / ____ / ____
 For after-hour room availability, call the Officer of the Day's desk (OOD) at (619) 532-6400. Fax completed form to: Fisher House at (619) 532-5216 or mail completed form to: **NMCS D, 34800 Bob Wilson Drive, Fisher House, Bldg. 46, San Diego, CA 92134-5000**

If patient is receiving out-patient treatment, please refer the family to the Armed Services YMCA at (619) 532-8156 for a list of lodging sites.

GUEST INFORMATION

Patients do not stay at the Fisher House. One room per family. One parking space per room.

Name:	Relationship
1 _____	_____
2 _____	_____
3 _____	_____
4 _____	_____
5 _____	_____

Vehicle Make: _____ Vehicle License: _____
 Address: Street _____ Phone Numbers:
 City _____ Home ____ / ____ Cell ____ / ____
 State _____ Zip _____ Work ____ / ____

Patient/Family is on Funded Orders Yes No

Has any family member experienced a recent contagious illness? Yes No
 (such as chicken pox, measles, hepatitis)

Are children current with immunizations? Yes No

Special needs or considerations? _____

Completed by: _____ Phone: ____ / ____

PATIENT INFORMATION

Name _____
 Diagnosis _____ Estimated Hospital Stay _____ Days
 Patient Location: ICU NICU PICU CCU C5 Ward Patient's room/bed # _____ Bldg. # _____

SPONSOR INFORMATION

Name _____ Pay Grade: _____
 Branch of Service: Navy Marine Air Force Army Coast Guard
 Duty Station _____ Active Retired

Fax form directly to the Fisher House: (619) 532-5216

FISHER HOUSE POLICIES, REFERRAL PROCEDURES AND ADMISSION GUIDELINES

The Fisher House accommodates families who need to be close to loved ones undergoing treatment as an inpatient at Naval Medical Center San Diego. The house is available to families who have no local accommodations for a maximum of 30 days. The Fisher House serves as a compassionate and supportive home for families who are coping with the stress of a life threatening crisis.

Eligibility Requirements

- (a) Patient must be inpatient at the time of families check-in.
- (b) Family must be traveling a distance of at least 40 miles one way.
- (c) Patient's condition must be serious in nature. No diagnostic testing or general procedure.
- (d) Families are expected to check out when patient is discharged to Med-Hold.

Referral Procedure

- (a) Referral may be prepared by Physicians, Nurses, Chaplains, Social Workers, American Red Cross, Case Managers or Patient Administration.
- (b) Referral Forms are available at each nurses' station and the following departments:

Patient Administration	532-8385	Building I-Deck 1	Patient Relations	532-6416	Building 1
Social Services	532-7150	Building 3-1	Medevac	532-8311	Building 1
Pastoral Care	532-6025	Building 4			
ASYMCA	532-8156	Building 1-G			
OOD's Desk	532-6400	Building 1			
- (c) Referrals are also available on the hospital intranet for downloading under [Fisher House](#).

Admitting Guidelines

Families may not always be admitted on a first-come first-serve basis. Factors such as financial hardship may not always qualify the family to stay at the Fisher House. The following will be taken into consideration:

- (a) Medical Condition: Terminal, Critical, Serious
- (b) Financial: Junior enlisted personnel have priority before senior enlisted and civilians without financial assistance.
- (c) Distance Traveled: Minimum commute of at least 40 miles one way.
- (d) Status: Active duty personnel have priority.

Admittance Process

- (a) The family will be contacted by the Fisher House staff for a move-in date.
- (b) A family may be admitted after business hours if prior arrangements have been made.
- (c) Office hours are 9 am-4 pm Monday through Friday, closed on weekends and all Federal holidays.
- (d) Emergency overnight or walk-ins are unable to be accommodated.
- (e) Families arriving on funded orders are authorized a five night maximum length of stay. Families not receiving financial assistance have priority.
- (f) Families needing to leave the area for more than two nights are required to check out of the Fisher House.

Advanced Referral

- (a) In advance of a families' arrival, a referral form may be completed and submitted to the Fisher House. Advance referrals do not guarantee availability.
- (b) The Fisher House staff will notify the family of availability.