## **Discharge Planning Checklist**

Check if Completed	Category	Details to Consider	Notes/Actions
	Patient Identification	Confirm the patient's full name, date of birth, and medical record number.	
	Medical Summary	Review and summarize medical conditions, treatments received, and progress.	
	Medication Plan	List all medications, dosages, and administration instructions.	
	Follow-up Care	Schedule follow-up appointments and referrals to specialists if needed.	
	Home Care Requirements	Assess and arrange for home care services or equipment if necessary.	
	Patient Education	Provide education on health condition, medication, and selfcare.	
	Diet and Activity Instructions	Advise on appropriate diet and physical activity post-discharge.	
	Warning Signs and Symptoms	Inform about signs and symptoms that require medical attention.	
	Emergency Contacts	Provide information on whom to contact in case of an emergency.	
	Discharge Documentation	Prepare and provide discharge summary and instructions.	
	Insurance and Billing	Confirm insurance details and provide billing information.	

## **Doctor's Acknowledgment**

Name of Doctor:	
Signature:	
Date:	