Procedures for Scheduling Direct Admits

Inpatient Direct Admit Process:

1. After the determination that the patient needs to be admitted, the Referring physician will call 254-690-0965 to speak with the House Supervisor and request admission acceptance.

   a. If beds are available, the House Supervisor will coordinate with the Hospitalist and Referring Physician to discuss the patient’s diagnosis, level of care, and condition. Following this conversation, hospital acceptance or declination of the admission will occur.

      I. Patient will arrive at the hospital and check-in at the registration desk in the lobby. If after hours, registration will be done at the ED registration desk. After registration the patient will then be taken to their room.

      II. Hospitalists will report to referring physician after patient has been released.

   b. If no beds are available, the physician will be asked to place the patient on a waiting list, send to the ED for treatment as an ED patient, or admit the patient to another facility.

   c. If after hours, registration will be done at ED registration desk. After registration the patient will then be taken to their room.

If there are any questions regarding Direct Admitting please contact Stephanie Ferguson:
Stephanie.Ferguson@SMCHH.org
Office: 254-680-6327

If there are any additional questions please contact a physician liaison:
