

Referral System

Intake – Criteria for Admission

Policy

Interfaith House screens prospective residents so that only those who can benefit from the services are admitted. This process assures that those whose needs can be met more effectively elsewhere will not occupy a bed at Interfaith House. Any referral deemed appropriate after the screening process will be reserved a bed, provided that one is available, if a bed is not available at that time Interfaith House will provide the caller with an estimation of when a bed will be. Referrals should be taken only from hospitals, DFSS, or key partners. Screening is done by Central Desk staff for CDHS referrals; the Intake Administrator will provide a screening for all other referral sources with the consultation of medical staff if needed.

Procedure

1. The caller is asked whether the candidate meets the criteria for admission.
 - Unattached men and women who are homeless and being discharged from the hospital needing a short term placement (four to six weeks) in order to complete their recovery from a physical illness or injury. **Interfaith House is not appropriate for patients requiring long term nursing home care.**
 - Patients who can physically care for themselves (e.g. dress, bathe, self-ambulate, attend personal hygiene and take medication as prescribed), who no longer require bedside nursing care, can come to the dining room for meals, make their bed, and keep their living space neat. Interfaith House provides support to residents to complete their healing *but it is not a medical treatment facility.*
 - Patients who are mentally stable. *Interfaith House is not a psychiatric treatment facility.*
 - Patients who understand their care plan and can carry out the measures necessary to implement them with the help of Interfaith House staff, including compliance with medications and returning to their physicians for follow-up care.
 - Patients who are able to live in a communal environment, share a bedroom with four or five roommates, share meals in a common dining room with 64 residents, participate in educational sessions and group meetings (including AA and NA if appropriate) and follow Interfaith House conditions of residency.
2. If the candidate is medically appropriate for residency at Interfaith House, the Central Desk staff member or a member of the Health Services Department fills out the appropriate *Intake Questionnaire*.
3. During the screening process, the staff member conducting the intake will speak to the potential candidate as well as the referring personnel. Staff should complete the appropriate pages with the worker from the referring institution the remaining pages with the candidate.
4. Staff will verify with referring provider that candidate has homelessness documentation and documentation of physical disability if applicable
5. If the candidate is approved based on the Screening Process, he/she is approved for admission to Interfaith House. A bed is reserved for the candidate for the next 12 or 24 hours depending on the referral source.

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