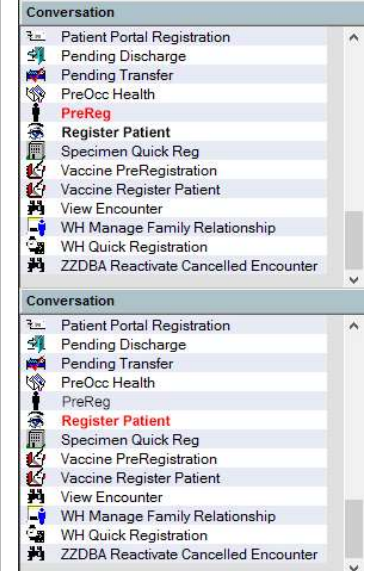


# Direct Admissions

If a patient is being directly admitted to our hospital from another hospital or moving to a different Medical Service.



If you are notified that the patient will be coming to Mid-Hudson, select **“PreReg”**. Most notifications must happen through TeleTracking, or TigerConnect Admitting (MH Admitting on Duty). By completing this function, this will assign the patient a FIN number.

If you are notified that the patient has arrived at the unit, select **“Register Patient”**. If the patient was previously registered, use the FIN that was pre-registered. If the patient was not pre-registered, create a new encounter.

The following examples outline when it is or isn’t necessary to create a new FIN for a direct admitted patient.

| Keep Original FIN:            |   |                                       |
|-------------------------------|---|---------------------------------------|
| MHRH Medical                  | ➡ | MHRH Medical                          |
| MHRH Detox (Medicare Primary) | ➡ | MHRH Alcohol Rehab (Medicare Primary) |
| WMC Medical                   | ➡ | MHRH Medical                          |
| WMC Psych (Inpatient)         | ➡ | MHRH Psych (Inpatient)                |
| Create A New FIN:             |   |                                       |
| MHRH Medical                  | ➡ | MHRH Behavioral Health                |
| MHRH Behavioral Health        | ➡ | MHRH Medical                          |
| MHRH Physical Rehab           | ➡ | MHRH Medical                          |
| MHRH Medical                  | ➡ | MHRH Physical Rehab                   |
| MHRH Mental Health            | ➡ | MHRH Detox/Alcohol Rehab              |
| MHRH Detox/Alcohol Rehab      | ➡ | MHRH Mental Health                    |
| Any Other Facility            | ➡ | MHRH                                  |

*When Pre-registering new FIN’s, the patient must be discharged before activating the new FIN.*

*All patients need to be entered in TeleTracking prior to being pre-registered or registered.*

*If demographics are needed, you must contact Bed Placement @ 914-493-8343.*