



Transfer of Care

The **Standards of Practice** of the College of Physicians & Surgeons of Alberta (“the College”) are the minimum standards of professional behavior and ethical conduct expected of all regulated members registered in Alberta. Standards of Practice are enforceable under the Health Professions Act and will be referenced in the management of complaints and in discipline hearings. The College of Physicians & Surgeons of Alberta also provides **Advice to the Profession** to support the implementation of the Standards of Practice.

- (1) A regulated member transferring full or partial responsibility for a patient’s care to another healthcare provider(s) **must**:
 - (a) communicate clearly with the accepting healthcare provider(s) and provide a timely, written summary that includes the following information:
 - (i) identification of the roles and responsibilities of the regulated member and other healthcare providers involved in the patient’s ongoing care;
 - (ii) pertinent clinical information, including outstanding test results and active consultations;
 - (iii) treatment plans and recommendations for follow-up care;
 - (b) have a discussion with the patient to:
 - (i) identify the roles and responsibilities of the regulated member and other healthcare providers involved in the patient’s ongoing care; and
 - (ii) explain treatment plans and recommendations for follow-up care.
- (2) A regulated member discharging a patient from a healthcare facility **must**:
 - (a) complete a timely discharge summary consistent with the policies of the facility; and
 - (b) provide relevant healthcare providers with pertinent clinical information, including, but not limited to:
 - (i) discharge medications;
 - (ii) outstanding investigations, including responsibility for requisitioning follow-up; and
 - (iii) active consultations.

Terms used in the Standards of Practice:

- “*Regulated member*” means any person who is registered or who is required to be registered as a member of this College. The College regulates physicians, surgeons and osteopaths.
- “*Must*” refers to a mandatory requirement.
- “*May*” means that the regulated member may exercise reasonable discretion.
- “*Patient*” includes, where applicable, the patient’s legal guardian or substitute decision maker.