

STANDARDS OF PRACTICE

Transfer of Care

Under Review: No

Issued By: Council: January 1, 2010

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The *Standards of Practice* of the College of Physicians & Surgeons of Alberta (“CPSA”) 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. CPSA 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

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 physician may exercise reasonable discretion.
- “Patient” includes, where applicable, the patient’s legal guardian or substitute decision maker.

- 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.

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 - [Episodic Care](#)
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 - [Responsibility for a Medical Practice](#)
- [CMPA's The Most Responsible Physician](#)

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