Documents/Information needed:
- Patient demographics (patient’s first and last name, date of birth, physical address, phone number, insurance information, emergency contact information and emergency phone number)
- List of active medications
- Transfer/discharge summary and/or most recent history & physical/office visit note

For patients with Medicare as primary or secondary payer, documentation of a completed, Face-to-Face encounter signed by a physician (PAs or NPs encounter notes must be co-signed by the attending physician):
- Referring physician’s name and phone number
- Name and phone number of the physician who will be following the patient for home care services

Referral order to include:
- If the patient had an inpatient hospitalization with the past 14 days
- Skilled nursing or rehabilitation services needed supported by the primary diagnoses/conditions
- Complete accurate primary diagnosis (Why does this patient need skilled care at home?)
- Specific information on laterality and location as applicable

Additional items needed for infusion referrals:
- Current lab results
- Complete order to include medication, dose, frequency, route and duration signed by a physician
- Radiographic confirmation of central line/PICC line placement and external length as applicable
- Lab/blood work orders as needed; please include the name and contact information of the physician who should receive the results
- Name and contact information for vendor supplying medications and equipment for ordered treatment

Wound Care:
- Specific wound etiology and cause
- Wound care instructions

Questions?
Call the VNH Intake Team.
We’re here to help.
800-575-5162
www.vnhcare.org