

**441—81.5(249A) Discharge and transfer.** (See subrules 81.13(2)“a” and 81.13(6)“c.”)

**81.5(1) Notice.** When a public assistance recipient requests transfer or discharge, or another person requests this for the recipient, the administrator shall promptly notify the local office of the department. This shall be done in sufficient time to permit a social service worker to assist in the planning for the transfer or discharge.

**81.5(2) Case activity report.** A Case Activity Report, Form 470-0042, shall be submitted to the department whenever a Medicaid applicant or recipient enters the facility, changes level of care, or is discharged from the facility.

**81.5(3) Plan.** The administrator and staff shall assist the resident in planning for transfer or discharge through development of a discharge plan.

**81.5(4) Transfer records.** When a resident is transferred to another facility, transfer information shall be summarized from the facility’s records in a copy to accompany the resident. This information shall include:

- a. A transfer form of diagnosis.
- b. Aid to daily living information.
- c. Transfer orders.
- d. Nursing care plan.
- e. Physician’s orders for care.
- f. The resident’s personal records.
- g. When applicable, the personal needs fund record.
- h. Resident care review team assessment.

**81.5(5) Unused client participation.** When a resident leaves the facility during the month, any unused portion of the resident’s client participation shall be refunded.

This rule is intended to implement Iowa Code sections 249A.2, 249A.3(2)“a,” and 249A.4.