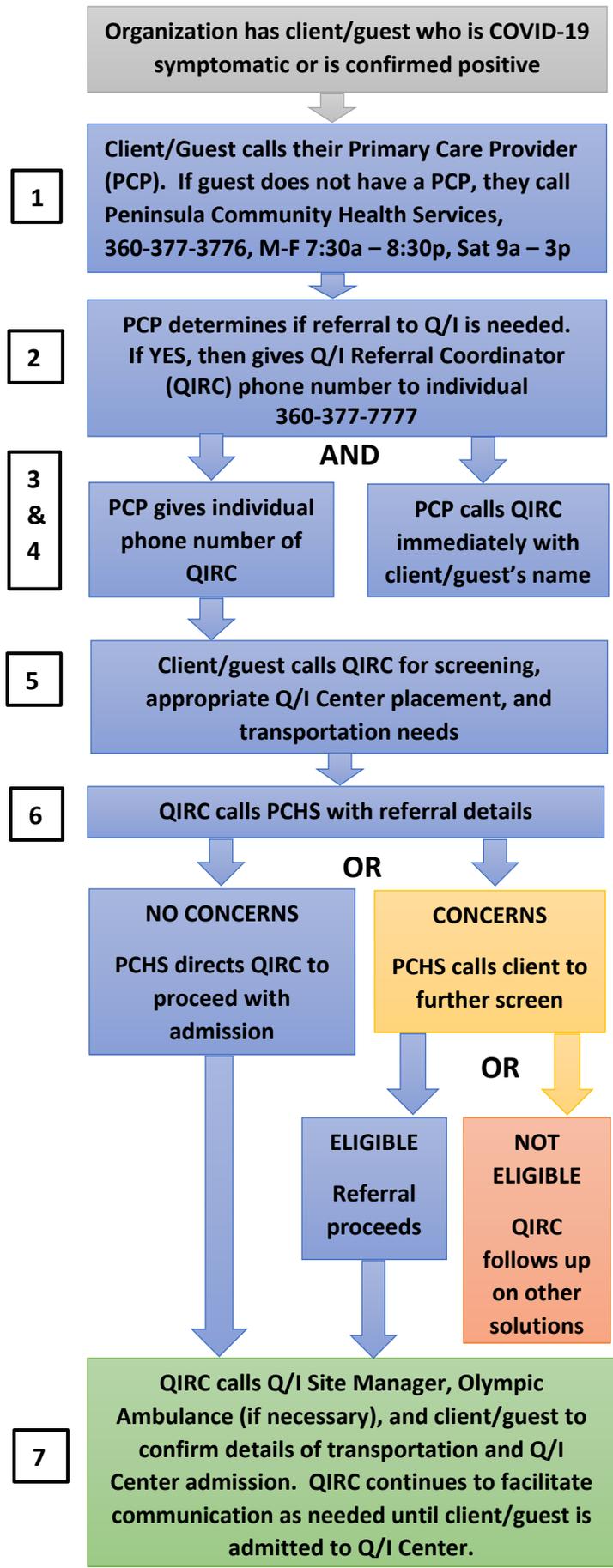


Kitsap County COVID-19 Referral Process for Quarantine or Isolation for Community Based Organizations – Updated 8/5/20



Referrals are available 7 days/week, 9am – 9pm, and after hours with pre-approval

- Written Summary of Referral Process**
1. If concerned about COVID-19 symptoms, Community Based Organization assists their client/guest with calling their Primary Care Physician.
 2. Primary Care Physician determines if a referral to Quarantine or Isolation is warranted. If so, PCP informs client/guest that a referral will be made, provides client/guest with phone number for Q/I Referral Coordinator and directs client/guest to call Q/I Referral Coordinator after 10 minutes has passed.
 3. PCP calls Q/I Referral Coordinator and provides name of individual being referred.
 4. Referred client/guest calls Q/I Referral Coordinator.
 5. Q/I Referral Coordinator screens referred client/guest for inclusionary/exclusionary criteria as well, which of the Q/I Centers may be appropriate and determines transportation needs.
 6. Q/I Referral Coordinator calls PCHS Referral and Consultation Line and provides referral details.
 - a. If PCHS has any concerns or additional questions regarding referral, PCHS will call the referred client/guest to obtain additional information.
 - b. If PCHS does not need additional information to approve client/guest's admission, then PCHS will direct Q/I Referral Coordinator to proceed with admission and further coordination will occur between Referral Coordinator and Q/I Site Manager.
 - c. If PCHS determines the needs of referred client/guest exceed what Q/I Center can safely provide for, then Q/I Referral Coordinator will be informed and make note for additional follow-up and problem solving.
 7. If proceeding with admission, then Q/I Referral Coordinator calls Site Manager. If needed, Q/I Referral Coordinator calls Olympic Ambulance to arrange transportation. Communication between Q/I Referral Coordinator, Site Manager and client/guest continues, as needed, until client/guest arrives at Q&I Center.