



CARDIAC SURGERY REFERRAL PROCESS

To facilitate patient referral, please note this process:

1. The referring physician (GP or specialist) fills out the Request for Cardiac Surgery Consultation form and faxes the referral to the office of the Regional Cardiac Care Coordinator for Cardiac Surgery (RCCC) at **519-749-6414**.
2. The RCCC will review the referral with the on call surgeon or a specific surgeon if requested.
3. The surgeon and RCCC will determine if there is any further work-up necessary.
4. Documentation to be submitted with the referral includes:
 - History and Physical, including allergies
 - Consultation note
 - Medication List
 - Patient Demographics
 - Lab work (see below)

And if applicable:

- Echocardiogram report
 - Carotid dopplers
 - CT scan
 - Pulmonary Function Tests
5. The following lab work is requested to be submitted with the referral:
 - CBC with differential, Platelet count
 - Electrolytes
 - BUN, Creatinine
 - INR

For Inpatients:

1. The RCCC will notify the sending hospital that a referral for cardiac surgery has been received.
2. The RCCC will review the referral with the surgeon and will then contact the sending hospital to request any additional testing that the surgeon has recommended.
3. A surgical date will be determined once all tests have been completed and results have been faxed to the RCCC's office to be reviewed.
4. The RCCC will contact the referring hospital to organize transfer to SMGH once the patient is accepted. The patient will be transferred to SMGH the day prior to surgery.

For Outpatients:

1. The RCCC will send a letter to the patient, referring physician and family physician notifying them that a referral for cardiac surgery has been received.
2. The RCCC will forward the referral for Cardiac Surgery to the surgeon's office.
3. The secretary will contact the patient by phone with an appointment to see the surgeon in the office.
4. If the surgeon requests any pre-op testing it will be organized by the secretary.
5. The surgeon's secretary will provide the patient with a Pre-Surgery Clinic appointment and a tentative surgical date.
6. The patient will be seen in the Pre-Surgery Clinic by a cardiac anesthesiologist and RN for consult, education and lab work.
7. The patient will be admitted to SMGH the morning of surgery.

For All:

The referring physician/hospital will notify the Regional Cardiac Care Coordinator for Cardiac Surgery by phone at **519-749-6578 x1936** of any changes in the patient's condition that may affect his/her status on the waiting list.