

TIFT REGIONAL HEALTH SYSTEM

PATIENT RIGHTS

The following Patient Rights and Patient Responsibilities are applicable to patients of all healthcare facilities and clinics owned and operated by the Hospital Authority of Tift County, Georgia, including but not limited to Tift Regional Medical Center ("TRMC"), Cook Medical Center, a campus of TRMC, Cook Senior Living Center, WorkSmart, and Affinity Clinic, (collectively "Tift Regional Health System" or "TRHS").

Each patient of a TRHS facility or clinic is entitled to certain rights and assumes certain responsibilities. TRHS recognizes each patient's right to express his or her values and beliefs, to have a part in decisions and actions which affect him/her and to expect proper regard for personal dignity in human relationships during a stay as a patient in the hospital. TRHS's policy on patient rights and responsibilities extends and applies to all patients who receive care and treatment at any TRHS facility or clinic, whether adult, neonate, child or adolescent, provided that certain rights and responsibilities may only apply in a hospital setting. Each patient has the basic rights stated below. Patient rights and responsibilities extend to and are explained to patients and their parents/guardians.

Access To Care/Nondiscrimination: Each patient shall be accorded impartial treatment or accommodations that are available or medically indicated, regardless of race, creed, sex, national origin, color, disability, age, ethnicity, religion, culture, language, physical or mental disability, socioeconomic status, sexual orientation, national origin, gender identity or expression, or payment source.

Respect and Dignity: Each patient has the right to considerate, respectful care at all times and under all circumstances, with recognition of his/her personal dignity.

Pain Management: Each patient has the right to appropriate management of pain.

Personal Safety: Each patient has the right to expect reasonable safety while receiving care and services.

Identification of Caregivers: Each patient has the right to know the identity and professional status of individuals providing service to him/her and to know which physician or other practitioner is primarily responsible for his/her care.

Information: Each patient has the right to obtain, from the practitioner responsible for coordinating his/her care, complete and current information concerning his/her diagnosis (to the degree known), treatment options, and any known prognosis.

Communication: Each patient requiring communication assistance has the right, at no charge, to use and access interpreters, including sign language and oral interpreters, TTYs and other auxiliary aids and communication services offered by TRHS, as available. For assistance in obtaining these services a patient or his or her representative should ask any staff person.

Consent To Treatment: Each patient has the right to participate in decisions regarding his or her health care, including the right to give voluntary, competent and understanding consent prior to any procedure.

Consultation: Each patient, at his or her own request and expense, has the right to consult with a specialist.

Refusal of Treatment: Each patient has the right to refuse treatment, to the extent permitted by law, and to refuse information concerning the medical consequences of his or her actions.

Transfer And Continuity Of Care: Each patient of a TRHS hospital has the right not to be transferred to another facility or organization without first receiving an explanation as to the need for the transfer and any alternatives to such a transfer.

Information Regarding Hospital Charges: Regardless of the source of payment for his or her care, each patient has the right to request and receive an itemized and detailed explanation of his or her total bill for services rendered in a TRHS hospital.

Payment By Third Party Payers: Each patient has the right to timely notice prior to the termination of payment or benefits by a third party payer for the cost of his/her care in a TRHS hospital.

Rules and Regulations: Each patient who is a patient of a TRHS hospital has the right to be informed of the hospital's rules and regulations applicable to his or her conduct as a patient.

Notice of Privacy Practices: Privacy and Confidentiality: Each patient has the right to all privacy and confidentiality protections provided for protected health information under state and federal law. Each patient has the right to receive a copy of the TRHS's Joint Notice of Privacy Practices, which describes the patient's rights and TRHS's obligations regarding use and disclosure of the patient's protected health information and how the patient may access this information.

Complaints and Grievances. Each patient has the right to voice complaints and grievances. If a patient's complaint involves his/her disability or discrimination, the complaint or grievance should be submitted to TRHS's Section 504 Coordinator, whose phone number is (229) 353-7553, or the United States Department of Health and Human Services, Office of Civil Rights, (800) 368-1019, TDD (800) 537-7697, or ocr@ed.gov. If the patient's complaint or grievance involves any other matter, such complaint or grievance should be submitted to the Patient Representative at (229) 353-7744. Complaints and grievance may also be made to the following external agencies: Joint Commission's Office of Quality Monitoring at 1-800-994-6610 or complaint@jointcommission.org, or the Georgia Department of Human Resources, Office of Regulatory Services at 1-800-878-6442.

Visitors: Subject to TRHS visitation rules, each patient has the right to receive or to refuse to receive visitors and the right to designate an authorized representative to exercise the patient's visitation rights.

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PATIENT RESPONSIBILITIES

In keeping with the preceding rights, each patient has certain obligations to meet while a patient of a facility or clinic of the Tift Regional Health System.

Provision of Information: Each patient has the responsibility to provide, to the best of his/her knowledge, accurate and complete information about present complaints, past illnesses, hospitalization, medications, and other matters relating to his/her health. The patient and significant other are responsible for reporting pain to a caregiver.

Compliance with Instructions: Each patient is responsible for following the treatment plan recommended by the practitioner primarily responsible for his/her care. This may include following the instructions of nurses and allied health personnel as they carry out the coordinated plan of care, implement the responsible practitioner's orders, and enforce the applicable policies and procedures.

Responsibility for Refusal of Treatment: Each patient is responsible for his/her actions if he/she refuses treatment or does not follow the practitioner's instructions.

Pre-certification/Length of Stay: In order to receive full benefits, most insurance companies require pre-certification (prior to hospital admission, surgery or diagnostic procedures). Each patient is responsible for making sure that a precertification number has been furnished to the TRHS facility, if the patient's insurance company requires it. If a patient's stay extends beyond the length agreed to by a patient's physician and the pre-certification company, coverage can be reduced or denied. Most insurance companies require that surgical patients be admitted the same day as surgery.

Financial Responsibility: Although assignment of insurance benefits for payment is accepted, the ultimate responsibility for final payment rests with the patient. A claim will be filed with the patient's insurance company promptly after discharge. If payment is not received from the insurance company within 45 days, the patient will be contacted regarding payment.

Billing From Other Sources: Patients may receive separate bills from the physicians involved in the patient's care. For example, surgeons, radiologists, and anesthesiologists.

Policies: Each patient is responsible for following facility or clinic policies affecting patient care and conduct.

Respect and Consideration: Each patient is responsible for being considerate of the rights of other patients and personnel and for assisting in the control of noise, smoking, and if hospitalized, the number of visitors. The patient is responsible for being respectful of the property of other persons and of the facility or clinic.

Patient Safety: Each patient is responsible for notifying the facility or clinic of suggestions to improve patient safety, perceived risks in his/her care and unexpected changes in patient's condition.

Smoking : Except in designated areas, smoking is not permitted at TRHS facilities.

