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## Health PEI Out-of-Province Referral Program Policy and Procedures Manual

### CRITERIA FOR OUT-OF-PROVINCE REFERRALS

<b>Applies To:</b>	Out-of-Province Referral Program	<b>POLICY</b>
<b>Monitoring:</b>	Manager of Physician Services	
<b>Approving Authority:</b>	Executive Director of Medical Affairs & Diagnostic Imaging	
<b>Date:</b>	Effective: April 1, 1995 Next Review: July 2018	<b>Number: 001</b>
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#### 1.0 POLICY

All referrals made to Out-of-Province medical services and facilities must receive prior approval from the Health PEI. Failure to obtain this approval will result in the patient being held fully responsible for the total costs of the services provided.

#### 2.0 DEFINITIONS

<b>Extreme Emergency or Sudden Illness:</b>	A medical situation or occurrence of a serious nature, developing suddenly and unexpectedly and demanding immediate medical attention.
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#### 3.0 GUIDELINES

##### 3.1 Out-of-Province (Within Canada)

- a. Payment may be provided under the Hospital and Medical Services Insurance Plan for an eligible resident of Prince Edward Island to obtain in-patient and/or out-patient medical services outside the Province in the instances of extreme emergency or sudden illness occurring while outside the Province.
- b. All cases, excluding extreme emergency or sudden illness, require written approval from Health PEI.
- c. Prior written approval may be granted if, after consult with a local specialist and in the opinion of a local general practitioner and/or specialist, adequate medical services are not available in Prince Edward Island.
- d. Prior written approval may be granted if only one (1) consultant/specialist is available in Prince Edward Island in the specific medical specialty service required.
- e. Prior written approval may be granted if the required medical services are provided in Prince Edward Island but other extenuating circumstances exist. Such cases will be reviewed by the Executive Director of Medical Affairs & Diagnostic Imaging of Health PEI.

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- f. Eligible residents of Prince Edward Island requesting an out-of-province referral for medical services by preference only will not be approved.
- g. Prior written approval must be obtained for out-of-province treatment. This referral is effective for a 12 month period only providing the referral is for the same diagnosis and the same physician.
- h. Payment will not exceed the daily standard per diem rate as authorized by the Province where the hospital services are rendered.

3.2 Out of Country

- a. Insured services may be provided under the Plan for an eligible resident of Prince Edward Island to obtain in-patient and/or out-patient medical services outside Canada if written prior approval is obtained from Health PEI.
- b. Prior written approval may be granted if, after consult with a local specialist and in the opinion of a local general practitioner and/or specialist, adequate medical services are not available in Canada.
- c. Payment may be provided under the Plan for an eligible resident of Prince Edward Island to obtain in-patient and/or out-patient medical services outside Canada in the instances of extreme emergency or sudden illness occurring while outside the country

**4.0 APPLICATION**

This policy applies to the Out-of-Province Referral Program, Health PEI (Out-of-Province within Canada and Out of Country).

**5.0 MONITORING**

- 5.1 The Manager of Physician Services is responsible for monitoring the policy.
- 5.2 The OOP Physician Referral Coordinator in consultation with the Manager of Physician Services may initiate required amendments to the policy.
- 5.3 The Executive Director of Medical Affairs & Diagnostic Imaging shall ensure that this policy is reviewed every three years as per the organization's policy review cycle.

**6.0 REVISION HISTORY**

<b>Revision Dates:</b>	July 1995	July 2001	July 2007
	July 2015		