

Status **Active** PolicyStat ID **13882547**



SWEDISH

Origination 05/2013
Last Approved 06/2023
Effective 06/2023
Next Review 06/2026

Owner Larisa Cummings:
Director Patient Access
Area Corporate Compliance
Applicability WA - SMC + SMG
Document Types Administrative Policy and Procedure

Patient Rights

Population Covered: All patients

Campus: Ballard, Cherry Hill, Edmonds, First Hill, Issaquah, Mill Creek, Redmond

Related Policies and Procedures:

[Advance Directive and CPR Preference](#)

[Complaints and Grievances: Patient/Family](#)

[Conditions of Admission Form and Consent](#)

[Non-Discrimination Policy, PSJH-CLIN-1203](#)

[Notification of Inpatient Admission](#)

[Visitation Guidelines](#)

[Potentially Inappropriate Care and Management of Disputed Treatment Requests \(Futile Care\)](#)

[System-wide Patient Rights and Responsibilities Policy PSJH-CLIN-1206](#)

Purpose

To provide resources and direction for general communication of patient rights.

Policy Statement

Hospitals must inform each patient (or representative) of their rights. Whenever possible, this notice must be provided before providing or stopping care. All patients, inpatient or outpatient, must be informed of their rights as hospital patients. The patient's rights should be provided and explained in a language or manner that the patient (or the patient's representative) can understand in accordance with

federal and state law. See [System-wide Patient Rights and Responsibilities Policy PSJH-CLIN-1206](#).

Responsible Persons

Patient Registration representatives, Environmental Services staff members.

Procedure

Responsible Person	Steps
Patient Registration Representatives, Department Managers	<p>Offer <i>Patient Rights and Responsibilities</i> flyer to patients in all Patient Registration areas, including all hospital outpatient departments and emergency departments.</p> <p>For specific Swedish region versions of the flyer, go to the Providence Patient Rights Sharepoint site and refer to PRR Print on Demand to print flyer or Web2Print to order printed flyers.</p> <p>Provide translated versions of flyer when prompted or otherwise appropriate, or arrange interpreter if needed and these will be located on the Providence Patient Rights Sharepoint site.</p> <p>See System-wide Patient Rights and Responsibilities Policy PSJH-CLIN-1206.</p>
Patient Registration Representatives	<p>Review the Conditions of Admission (COA) information with patient/representative at admission per policy guidelines.</p> <p>Offer <i>Notice of Privacy Practices</i>, see Attachments to Conditions of Admission (COA).</p> <p><i>Notice of Privacy Practices</i> is mentioned as the last clause of the Conditions of Admission form. <i>Notice of Privacy Practices</i> needs to be available at admission, clearly in view of patients and available upon request, per state law (RCW 70.02.120).</p>
Environmental Services Nursing (Edmonds only)	<p>Inpatients: Ensure that a copy of the <i>Welcome to Swedish</i> brochure is placed in every inpatient unit bed according to the EVS policy/procedure <i>Cleaning a Discharge Room</i>.</p> <p>At Edmonds campus, the inpatient nursing staff members ensure delivery of the <i>Welcome to Swedish</i> brochure during the unit admission process.</p>

Definitions

None.

Forms

For specific Swedish region versions of the flyer, go to the [Providence Patient Rights Sharepoint site](#) and refer to PRR Print on Demand to print flyer or Web2Print to order printed flyers. English and translated versions are available on this sharepoint site.

See [System-wide Patient Rights and Responsibilities Policy PSJH-CLIN-1206](#).

Required signage in all Patient Registration areas (Patient Rights notification):

- *Patient Rights and Responsibilities* poster - see [Providence Patient Rights Sharepoint site](#)
- *Notice of Compliant* poster (ADMN-16-0139 R-12/19) - See Attachments

Addenda

See Attachments

Notice of Compliant poster ADMN-16-0139 rev 4-23

Notice of Privacy Practices - Your Rights Our Responsibilities brochure ADMN-02-03189 rev 5-21

Patient Rights & Responsibilities – Related Hospital Regulations

Pediatric Bill of Rights PEDS-06-06842 rev 1-12

Welcome to Providence Swedish Patient and Family Handbook ADMN-17-0268 rev 5-23

Regulatory Requirement

CMS. [§482.13](#) – Condition of Participation: Patient's Rights.

[WAC 246-320-141](#) – Patient Rights and Organizational Ethics.

DNV. PR.1 - PR.9

RCW [70.02.120](#)

References

[CMS State Operations Manual](#)

Stakeholders

Author/Contact

Larissa Cummings, Director of Patient Access

Expert Consultants

Compliance Department

Sponsor

Marianne Klaas, Regional Director of Accreditation, Safety, Injury Management & Clinical Quality Investigations

Stellent: SWED_017876

Attachments

[Notice of Complaint Poster ADMN-16-0139 rev 4-23.pdf](#)

[Notice of Privacy Practices - Your Rights Our Responsibilities brochure ADMN-02-03189 rev 05-21.pdf](#)

[Patient Rights and Related Hospital Regulations.pdf](#)

[Pediatrics Bill of Rights PEDS-06-06842 rev.1/12](#)

[Welcome to Providence Swedish Patient and Family Handbook booklet ADMN-17-0268 rev 5-23.pdf](#)

Approval Signatures

Step Description	Approver	Date
Standards Committee Program Manager	Mary Alice Duthie: Nurse Educator	06/2023
Owner	Larisa Cummings: Director Patient Access	06/2023

Standards

No standards are associated with this document