



202 S. Frisco St.
Coldwater, KS 67029
620-582-2144

Name:	<input type="text"/>	MR#:	<input type="text"/>	Account #:	<input type="text"/>	Date:	<input type="text"/>	DOB:	<input type="text"/>
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YOUR RIGHTS AND RESPONSIBILITIES AS A PATIENT AT COMANCHE COUNTY HOSPITAL.

We consider you a partner in your health care. When you are well-informed, participate in treatment decisions and communicate openly with your Practitioners and other health professionals, you make our care as effective as possible. The Comanche County Hospital encourages respect for the personal preferences and values of each individual.

Patient Rights: While you are a patient at Comanche County Hospital, the rights include:

1. To a dignified existence, self-determination, and communication with and access to persons and services inside and outside of the facility.
 - Notice of rights both verbally and a copy of signed rights and responsibilities;
 - Be informed in language that he/she can understand of his/her total health status, including but not limited to his/her medical condition.
 - Communication is the right of each patient, with access to persons inside and outside the facility. The hospital will assure communication needs are met and will make a telephone available to the patient and/or family. At the patient's request, our staff will assist the patient in making needed contacts, i.e. family, or patient representative, practitioner, clergy, etc.
 - The right to exercise your rights as a citizen.
2. To refuse treatment, to refuse to participate in experimental research, and to formulate an advanced directive. Comanche County Hospital will honor a patient's right to refuse and request treatments. The hospital will make available advance directive information and provide forms upon request. The staff in providing patient care will carry out these wishes according to Kansas law and according to treatment capabilities of this facility. Advance directives presented to facility will be maintained in the patient's medical record.
3. To be informed when resident who is entitled to Medicaid benefits, in writing, at the time of admission, or when the resident becomes eligible for Medicaid. Residents will be informed when changes are made to the items and services on admission and during the resident's stay, of service available in the facility and of charges for those services, including any charges for services not covered under Medicare or Medicaid.
4. To the following, unless deemed incompetent by state law, has the following rights;
 - To choose a personal attending physician/practitioner or find an alternate;
 - To participate in planning care and treatment or changes in care and treatment;
 - To receive complete and current information concerning his or her diagnosis, treatment and prognosis, to the degree known;
 - The patient has the right to make informed decisions regarding his or her care or may delegate decision-making to specific persons. These patient health care decisions must be deemed medically appropriate and necessary.
5. To personal privacy and confidentiality for his or her personal and clinical records.
6. To refuse to perform services for the facility; May perform services for the facility if he or she chooses and the need or desire for work is documented in the plan of care.
7. To privacy in written communications, including the right to send and promptly receive mail that is unopened within 24 hours (except weekends); and have access to stationary, postage, and writing implements at the residents own expense.
8. To access and visitation rights. The resident has the right to immediate access to any resident and subject to deny or withdraw consent at any time, immediate family or other relatives of the resident.
9. To retain and use personal possessions, including some furnishings, and appropriate clothing, as space permits, unless to do so would infringe upon the rights or health and safety of other residents.
10. To share a room with his or her spouse when married residents live in the same facility and both spouses consent to the agreement. If one spouse is admitted later, a shared room will be provided as quickly as possible.
11. To remain in the facility; and not transfer or discharge the resident from the facility unless the transfer or discharge is necessary:
 - for the residents welfare;

- the resident's needs cannot be met in the facility;
- the transfer or discharge is appropriate because the resident's health has improved sufficiently so the resident no longer needs the services provided by the facility;
- the safety and health of individuals in the facility is endangered;
- for a resident who becomes eligible for Medicaid after admission to a facility, the facility may charge a resident only allowable charge under Medicaid;
- for nonpayment for your stay;
- the facility ceases to operate.

12. Before a facility transfers or discharges a resident, the facility must:

- Notify the resident and, writing and in a language and manner they understand;
- Record the reasons in the clinical record;
- Notice must be given 30 day notice unless; safety, health improves, resident has not resided in the facility for 30 days;
- Notice will have effective date, location transferred or discharged to;
- Statement that resident has the right to appeal, the name, address, and telephone number;
- Provide sufficient preparation and orientation to residents to ensure safe and orderly transfer or discharge.

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13. To be free from restraining of any form (physical restraint or drug used as a restraint) that is not medically necessary:
 - A restraint can only be used if needed to improve the patient's well being and less restrictive interventions have been determined to be ineffective;
 - A restraint must be ordered by the practitioner, for a specific reason and for a specified time period- with frequent patient evaluation;
 - A restraint cannot be used as a means of coercion, discipline, convenience, or staff retaliation;
 - The need for the restraint must be re-evaluated, make efforts to eliminate use and maintain resident's strength and mobility.
14. To be free from verbal, sexual, physical, and mental abuse, corporal punishment, and involuntary selection. To receive respectful care at all times and under all circumstances, and to have his/her personal dignity in providing his/her care and treatment.
15. To request and receive a detailed explanation of the cost of services, and which costs are covered by his or her insurance.
16. To file a formal grievance on issues relating to patients rights, if a complaint was not resolved to your satisfaction by contacting Risk Management or Hospital Administrator at 620-582-2144. All complaints or grievances will be responded to as soon as possible, or within 30 days. All formal grievances will receive a written response that will include the steps taken to investigate the grievance, the results and the date of completion. The patient should contact the following.

Risk Manager or Administrator:

Comanche County Hospital
202 S. Frisco
Coldwater, Kansas 67029
620-582-2144

17. A grievance may also be filled with the below contacts.

Or, For Medicare Beneficiaries:

The Kansas Foundation for Medical Care Inc.
2947 SW Wanamaker Drive
Topeka, Kansas 66614-4193
1-800-432-0407

Abuse, Neglect, and Exploitation Complaint Hotline:

Department of Health and Environment
Bureau of Child Care and Health Facilities
1-800-842-0078
Complaint Program Hours of Operation: 8:00-12:00/1:00-4:00 Mon-Fri

Patient Responsibilities:

Just as we have responsibilities to you, you have responsibilities to Comanche County Hospital & Staff. Specifically, you are responsible for:

1. Provide, to the best of your knowledge, accurate and complete information about present complaints, past illnesses, and other matters relating to your health.
2. Ask questions when you do not understand a proposed course of action or what is expected of you.
3. Follow your treatment plan and inform our doctor or nurse if you think that you will have problems complying with such plan.
4. Be responsible for what occurs if you refuse treatment or do not follow instructions.
5. Provide the facility with any advance directive you may have.
6. Respect the rights and privacy of other patients, staff members and physicians.
7. Follow hospital rules, including the "No Smoking" and "No illegal Drugs" policies.
8. Voice any concerns or complaints you may have known.
9. Be responsible for your own possessions if you choose to bring them to the facility.
10. Provide the facility information for insurance claims.
11. Be responsible for your bill and work with the facility to make payment arrangements.