



East Carolina University

Transfer of Care Medical Summary Letter

Pediatrics

Have a mechanism to send medical records to adult clinician for transferring youth.

- EPIC EMR system is currently used in both our pediatric and adult care clinics.
- Outside facilities receive records via fax.

Have mechanism to collect and send transfer package (with introduction letter, medical summary, emergency care plan, latest readiness assessment, transition goals, and if needed, legal documents) to adult clinician prior to first visit.

- SmartPhrase template is used at the last scheduled pediatric visit as a “hand off” summary and transfer package.

SmartPhrase Medical Summary Letter Template

- Patient has been under care of ECU Peds sickle cell program for *** years. Patient has sickle cell disease, type ***. Complications of this disorder have included ***. Patient has been taking hydroxyurea since {Date}. The current dose is *** mg.
- Patient currently receives regular transfusions every *** weeks. Patient does not have a port.
- The last ED visit for pain was {Date}.
- Patient is also being treated for ***. Patient {is/is not} up to date with vaccinations. The last TCD was ***. There {is/is not} a history of conditional or abnormal TCDs.
- She is currently using *** as a birth control method.
- Their PCP is *** (contact information).
- The last emergency care plan was created {Date} (scanned into media tab).
- Additional education that needs to occur involves ***.
- This patient will remain in the care of the pediatric clinic team and pediatric emergency care team until their first adult care visit on {DATE/TIME}
- Preferred Form of Contact ***

*** fill in the requested information

Why Does this Process Work?

- SmartPhrases are very quick to reference when time is limited
- Easy and convenient to update
- Providers are already active and logged in. Prevents the need for having to access a separate file or location