

Physician Direction Form Instructions

Note: The Medical Director must review a client's Health Questionnaire along with their medical and drug history. This review, along with any medical orders and/or recommendations, must be documented by the Medical Director either through the use of this form or a progress note.

OPTIONAL FORM:

This form is an optional document in the client file as the information may otherwise be captured by the Medical Director in the form of a progress note.

WHEN:

This form must be completed or the information must be captured in a progress note by the Medical Director within thirty days of client's admission.

COMPLETED BY:

Medical Director

REQUIRED ELEMENTS:

- **Client's Name:** Complete client's full name.
- **Client ID#:** Complete the client ID number by entering the client's SanWITS' Unique Client Number (UCN).

The selection of next three directives is determined by Medical Director based on review of client's Health Questionnaire, medical, and drug history.

- **#1:** Medical Director will check this box when client is ordered further tests and/or examinations **to screen for infectious or communicable disease**. Space is provided for Medical Director to list types of tests and/or examinations. Client may not participate in program while the tests are being completed. Results must be returned to Medical Director.
- **#2:** Medical Director will check this box when client should have the listed tests and/or examinations in the space available **to rule out infectious or communicable disease**. Results may be returned to Medical Director for further review and input into treatment plan.
- **#3:** Medical Director will check this box when client is referred for listed tests and/or examinations for client's own information and health promotion.
- **Medical Director's Printed Name, Signature, and Date:** Medical Director reviewing client's file must print name, sign, and date.

Medical Director Follow-Up

This section does not need to be completed by Medical Doctor unless box #1 is checked and file has been returned to Medical Director for review of results. If the results are acceptable by Medical Director, the client may be cleared to participate in program.

- **#1:** Medical Director will check this box if client is permitted to participate in program.
- **Medical Director's Printed Name, Signature, and Date:** Medical Director reviewing client's file must print name, sign, and date.

Physical Examination Results

- **#1:** Medical Director will check this box when the Medical Director reviews the client's physical examination results that were obtained in the last 12 months. If checked, the results must be included in the chart
- **Medical Director's Printed Name, Signature, and Date:** Medical Director reviewing client's file must print name, sign, and date.