

**Maine Medical Center
Maine Transplant Program
Policies and Procedures
Social Work Policy**

Purpose

To define the process by which social work assessment and services are provided to patients of the Maine Transplant Program (MTP).

Policy

It is the policy of the Maine Transplant Program that social work services be available to all living kidney donors and all candidates for kidney transplantation during all phases of transplantation and living donation. It is the responsibility of the qualified social worker (see CMS Interpretive Guidelines) to provide these services and complete documentation of psychosocial history, supports available, and other pertinent information. MTP will collaborate with the inpatient LCSW Care Coordinator to assess and address the needs of admitted patients. It is understood that the inpatient LCSW Care Coordinator meets all necessary requirements under CMS 482.94 (d) as a “qualified social worker”.

A MSW student completing an internship under agreement with Maine Medical Center Transplant may participate in the assessment and care of a transplant candidate, recipient, or living donor. At all times the MSW student will work under the supervision of the LCSW, and all of his/her clinical interactions and documentation will be reviewed by the supervising LCSW. Any documentation completed by the MSW student will be reviewed and signed off on in the EMR by the supervising LCSW.

Roles

The qualified social worker is part of the multidisciplinary transplant team and as such provides psychosocial assessment, education, emotional support, counseling, crisis intervention, resource referral to community resources and services, and documentation of services provided. The qualified social worker participates and collaborates in patient discussions, care planning and multidisciplinary meetings and is responsible for documentation in the medical record. The qualified social worker will also participate in quality improvement and research efforts as needed through regulatory requirements. S/he may also oversee educational placements of MSW students provided that all necessary clearances and agreements are in place. As noted above, MSW students must be supervised at all times and may see candidates and living donors only under the direct supervision of the LCSW. Direct supervision will be evidenced by review and electronic sign off by the LCSW of any clinical activity and documentation produced by the MSW.

Procedures:

Pre-Transplant/Donation

- All candidates for living kidney donation and kidney transplantation will undergo an outpatient psychosocial evaluation as part of the initial assessment, which may be done in person or remotely.
- Candidates presented to the multidisciplinary selection committee (Transplant Candidate Review) will have had a psychosocial evaluation within the previous 12 months.
- All waitlisted transplant candidates will have a psychosocial evaluation as part of their reevaluation or “Readiness” visit.
- All living donors will have a psychosocial evaluation as part of their reevaluation visit.
- Any member of the multidisciplinary team may make a referral for “cause” beyond the evaluation/reevaluation assessments
- Documentation of the pre-transplant, pre-donation evaluations and social work services will reside in the transplant program's electronic medical record

- Confirmation of completion of the psychosocial evaluation will occur and be documented before a patient is listed for transplantation

Inpatient (Transplantation/Donation)

- All transplant recipients and living donors will have their psychosocial needs assessed during their hospital stay.
- Documentation of the inpatient assessment will reside in the electronic medical record.
- The inpatient LCSW Care Coordinator will provide psychosocial assessment and social services in collaboration with the transplant team and transplant social worker based on the needs of the transplant patient or living donor. The qualified social worker will remain involved with patient care as indicated through findings in psychosocial assessment.

Discharge

- The qualified social worker will collaborate with the transplant team to identify and plan for discharge needs of the transplant patient or donor. The qualified social worker will document identified patient discharge needs in the medical record.

Post-Transplant/Donation

Social Work services will be available as needed to patients post-transplant and post-donation.

References

Centers for Medicare and Medicaid Services, 2008 Organ Transplant Program Interpretive Guidelines

Original Date: 1/26/10

Review Dates: 2/13/12, 4/9/12, 9/11/12, 8/14/15, 7/26/18, 6/7/19, 9/23/20; 12/20/23

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