Notifying the Network of Lost to Follow-up Patients

Definition of Lost to Follow-up: Patient no longer attends dialysis, and facility is unable to locate the patient.

In the event that a patient is considered Lost to Follow-up, facilities are required to notify the Network. The Network requests that you complete the following when reporting a patient as Lost to Follow-up:

Patient’s Name: ______________________________________________________________

Have you attempted to contact this patient to determine why s/he has not presented for treatment?

☐ No [Please call the Network to discuss]
☐ Yes
☐ Phone numbers invalid / cancelled
☐ Patient states s/he is not going to continue with dialysis treatment
☐ Patient now receiving treatment at ___________________________ center
☐ Patient’s location is unknown
☐ Messages left on patient’s voice mail – patient not returning calls
☐ Patient in the hospital
☐ Sent letter to patient by certified mail and returned unopened
☐ Other: ____________________________________________________________

Have you called alternate emergency contacts?

☐ No
☐ Yes
☐ Phone numbers are invalid / cancelled
☐ Contact states patient is not going to continue with dialysis treatment
☐ Contact states patient has moved to ____________________________
☐ Contact states patient’s location unknown
☐ Other: ____________________________________________________________

What other actions have you taken to locate this patient?

☐ Contacted the police
☐ Contacted the acute facility / hospital where patient most recently was
☐ Staff went to patient’s home
☐ Contacted Northwest Renal Network for assistance
☐ Other actions: __________________________________________________________

Please send copies of interdisciplinary notes and copies of any correspondence you have had or attempted to have with the patient for the last two months to:

Lisa Hall, MSSW, LICSW
Patient Services Director
206-923-0716 Fax

Reminder: Do not send identifying or personal health information via email