



Bed Hold Request Form

Long Term Care (LTC) facilities funded by San Diego County can request a bed hold when a client is admitted to a hospital for acute care (either for a psychiatric or physical health reason) or AWOLs from the LTC facility. Please note that a Bed Hold should only be requested if the facility anticipates accepting client back within 7 days. If it appears that a longer bed hold is needed, please request an extension directly from the County COR and Optum Medical Director.

Please fax completed form to Optum at (888) 687-2515. Thank you.

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| Date | |
| Name of Facility Requesting Bed Hold | |
| Contact Name at Facility | |
| Contact Phone Number | |
| Contact Fax Number | |
| Date Bed Hold to Begin | |
| Client Name | |
| Client's Date of Birth | |
| Reason for Bed Hold | <input type="checkbox"/> Admission to Acute Care Hospital Describe circumstances of hospital admit and give name of hospital <input type="checkbox"/> AWOL Describe circumstances surrounding AWOL |
| Will Accept Client Back | <input type="checkbox"/> Yes <input type="checkbox"/> No - If no, submit a discharge form |