



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.

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	☐ Admission to Acute Care Hospital Describe circumstances of hospital admit and give name of hospital ☐ AWOL Describe circumstances surrounding AWOL
Will Accept Client Back	☐ Yes ☐ No - If no, submit a discharge form