

# CAROLINA FAMILY HEALTH CENTERS, INC. POLICY



**MANUAL:** Volume II

**SUBJECT POLICY:** Referrals to Community Resources

**NUMBER:** HIT-103

**Page 1 of 1**

**EFFECTIVE DATE:** November 2013

**SECTION:** Health Information Technology  
**REFERENCE PROCEDURE:** HIT-103.01

**REVIEWED:** 08/17

**RESPONSIBILITY:** Chief Operating Officer

**APPROVAL**

**CEO APPROVAL** **APPROVED**  
**DATE:** 8-22-17

**BOARD APPROVAL**  
**DATE:** 8-22-17

**APPROVED**

## I. PURPOSE

The purpose of this policy is to instruct Carolina Family Health Centers Inc. (CFHC, Inc.) employee's on the process of offering support to patients and families needing access to community resources.

## II. POLICY

CFHC, Inc. will support patients and families in accessing community resources and education programs.

The *Carolina Family Health Centers, Inc. Resource and Service Guide* provides a list of community resources available to clinicians to assist, patients and families. This document is available to patients upon request and is available on the CFHC, Inc. intranet for providers.

Clients who need a referral to community resources may access these resources on their own or a provider may generate a referral through Electronic Health Record system.