Abc

Director of Commissioning

XXXXXX CCG

Duke of Cornwall Spinal Treatment Centre

Salisbury District Hospital

Salisbury

Wiltshire

SP2 8BJ

Telephone : (01722) 336262

Extension 2449

Fax : (01722) 336550

Date

Dear Sir/Madam,

**Re:** Hospital Number: xxxxxxxx

**G.P:** xxxxxx

I am writing to inform you of the recent admission of the above named patient to Salisbury Spinal Cord Injuries centre. The details of their injury are as follows:

**Admission date:**

**Spinal Cord injury:**

**Likely length of stay:**

**Care needs:**

**Housing situation:**

Although it may appear early in the patient’s treatment to contact you, the discharge planning for such cases is invariably complex and challenging, and so we are keen to establish links now. The National Service Specification (Appendix 1) states that when a delay in discharge occurs for non-clinical reasons, the daily delayed discharge tariff of £449 (plus £719 per day for domiciliary ventilated patients and £898 per day for acutely ventilated patients), as approved by specialised commissioners as part of the SCI tariff, is chargeable to the patient’s ordinarily responsible commissioner, and we are keen to support you to ensure this charge can be avoided. To that end, I would be grateful to know the names of staff within the CCG with whom I can discuss this patient’s care and future needs; in order that we can plan a safe and appropriate return to the community.

If this patient is likely to require care provision on discharge, we will complete a CHC checklist at the appropriate time.

I will write to you again when the discharge date is agreed and the care needs on discharge are identified.

Yours sincerely,

Emma Leadbeater

Discharge Coordinator