



The following sections demonstrate how the BCPS transition/transfer resources can support you as a Community Pediatrician prior to and at the time transfer of youth with chronic health conditions to adult care. These suggestions assume use of the *BCPS Medical Transfer Summary (MTS)*. However, resources can be used in various situations to meet unique needs of individual Community Pediatricians.

01 EARLY IN THE TRANSFER PROCESS (2-3 years before planned transfer)

- When introducing the patient/family to the transition/transfer process, highlight various sections in the *BCPS Transition Medical Transfer Summary (MTS)* to be completed over time in preparation for transfer. [MTS](#)
- Your introduction also provides an opportunity to refer the family to ON TRAC resources. [ON TRAC](#)
- You could provide the family with a copy of the BCPS (MTS) Patient/Family Information Section with a heads-up that you may eventually ask them to fill this out (or it may be more appropriate for you to fill it out in consultation with the family). [MTS](#)
- If the patient doesn't have a Family Physician, you could assist the family in locating one. You could also confirm that the Family Physician is willing to take on patients at the time of transfer. [Locating Physicians](#) (*List of attachment mechanisms by Divisions of Family Practice*)
- Consider the role you and sub-specialists will play in the transition/transfer process. (See (MTS) page 1, *Adult Healthcare Team*.) [MTS](#)



02 AS TIME OF TRANSFER NEARS

- Remind the family about the Family Section of the (MTS), as you will be asking them to provide information requested in that section, e.g., Special Considerations such as Benefit Status. Where processes may take time, you could suggest that families get started on them now, e.g., disability pension. [MTS](#)
- Locate a Family Physician (if not accomplished already) and/or Adult Specialists. [Locating Physicians](#)

ACRONYM REFERENCE LIST:

[MTS](#): BCPS Transition Medical Transfer Summary

[ON TRAC](#): ON TRAC

[Locating Physicians](#): BCPS Locating a Family Physician or Adult Specialist for a Transferring Patient

[Guidelines](#): BCPS Transition Guidelines for Youth Experiencing Mental Health Disorders

[Community Resources](#): BCPS Community Resources Supporting Transition(listed by Health Authority)

[Billing Code](#): Transition Fee-for-Service Codes

03 AT TIME OF TRANSFER

- Re-confirm (or locate) Family Physician and Adult Specialist(s). Confirm with the patient/family that an appointment has been booked. [Locating Physicians](#)
- Discuss with the patient and family their hopes for mental health care when the patient ages out. [Guidelines](#)
- Discuss all care providers and services needed, e.g., occupational and physical therapists, dietitians, equipment:
 - Use the (MTS) to review the Adult Healthcare Team with family. [MTS](#)
 - Refer patient/family to BCPS lists of community resources to support families in the present and future, and to the ON TRAC Timeline for suggested activities at this point in the transition process. [Community Resources](#) & [ON TRAC](#) (Search [ON TRAC Timeline](#))
- Assist family in filing out the Patient/Family Information Section of the MTS. [MTS](#)
- Finalize and send transfer document(s) to Family Physician and Adult Specialist if applicable.
 - Fees can be used to the day before 20th birthday. Family Physicians can take over prior to this date as appropriate. [Billing Code](#)
 - A new Pediatric FFS code for transitioning has been applied for, and could be billed once annually for the final 2 years prior to transfer. In the interim, consult fees, continuing care fees or case conference fee may be applicable. (See [MSCPS 2016; Pediatrics.](#)) [Billing Code](#)

BCPS resources can also be accessed by visiting the BCPS website: www.bcps.ca; click *Programs and Resources* then *Transition/Transfer of Patients*.