



QUICK REFERENCE FOR FAMILY PHYSICIANS

Referral Best Practices



ESSENTIAL ELEMENTS OF A REFERRAL



- ✓ Lead with a clear reason for referral & expected outcome
- ✓ Relevant clinical & social information
- ✓ Patient & referring physician details
- ✓ Defined urgency level

BEST PRACTICES FOR EFFECTIVE REFERRALS



BE SYSTEMATIC



- **Who** is the patient? (key context)
- **What** is the clinical concern/diagnosis?
- **When** does patient need to be seen/level of urgency?
- **Why** is this referral necessary now?
- **What else** is critical to include?

STAY ORGANIZED



- Maintain up-to-date, accessible documentation in your EMR
- Ask patient about medical history
- Include psychosocial details if relevant

FOSTER COLLEGIALLY



- Use clear, concise communication
- Build respectful relationships with specialists

URGENT vs. ROUTINE REFERRALS

Urgent Referral



Direct phone call or secure message to specialist



Routine Referral



Use tools like Pathways or local guidelines for appropriate referral forms

WHEN TO TEXT & CALL CONSULTANTS



For urgent issues



When clarification is needed

To learn more about the VDFP Specialist Referrals Project, email mmurray@victoriadivision.ca