Clear Form

HealthPartners

Hospital Admission/Discharge Form

Fax completed form to (952) 853-8705

Sender/Caller Information: ☐ Patient ☐ Hospital ☐ Provider

Name: _____ Phone: (_____)_____ Fax: (_____)_____

Does the patient have other insurance? ☐ No ☐ Yes: _____

Today's Date: _____/_____/_____ Time: _____:_____

Patient Information:

Patient: _____ _____
Last First

HealthPartners Member ID # : _____ Date of Birth: ____/____/_____ ☐ Male ☐ Female

Admission Information:

Admission Date: _____/_____/_____

Discharge Date: _____/_____/_____

Please note:
***Notification of admissions are not prior authorizations**
***Notifications should be submitted at time of member admission**

Disposition: ☐ Home ☐ Expired ☐ Nursing Home Transfer ☐ Other Hospital Transfer

Admission Source:

☐ ER/ED ☐ Direct ☐ Scheduled ☐ Direct Transferred From: _____

Admission Type, Bed, Unit (*mark all that applies*):

☐ Med/Surg ☐ ICU/CCU ☐ Mental Health
☐ Pediatric ☐ CH ☐ Detox

DO NOT USE THIS FORM for Skilled Nursing, Inpatient Acute Rehab, or Long Term Acute Care admissions visit: www.healthpartners.com/provider-public/forms-for-providers/ and then look under the Prior auth tab to find the correct form and fax number.

☐ Maternity Delivery/DOB: _____/_____/_____ Nursery: ☐ Normal ☐ Level II ☐ Level III NICU

☐ Twins ☐ Triplets

Baby: ☐Boy ☐Girl Name: *Last*_____ *First*_____ Hospital MRN: _____
Baby: ☐Boy ☐Girl Name: *Last*_____ *First*_____ Hospital MRN: _____
Baby: ☐Boy ☐Girl Name: *Last*_____ *First*_____ Hospital MRN: _____

ICD-10 Diagnosis Code: _____

ICD-10 Procedure Code (Inpatient): _____

Provider Information:

Facility Name: _____ Phone: (_____)_____

Street: _____ Facility Tax ID: _____

City: _____ State: _____ Zip: _____

UR Phone: (____)_____ UR Fax: (_____)_____

Attending Physician: _____ _____
Last First

Phone: (_____)_____ Fax: (_____)_____

Street: _____

City: _____ State: _____ Zip: _____

Physician Federal Tax ID: _____ or NPI #: _____

Please include admission H&P information along with this form.

Updated January 2026