CLINICAL CHECKLIST · PEDIATRIC COMPLEX CARE PLATFORM

Pediatric Complex Care Discharge Checklist

Structured discharge planning for children with medical complexity

DOCUMENT TYPE	PUBLISHED	NEXT REVIEW DUE
Clinical Checklist	October 2026	October 2028
OWNER	**VERSION**	**APPLIES TO**
Pediatric Complex Care Platform	1	Pediatric patients

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Intended for healthcare professionals as a clinical reference. Apply with clinical judgment and in line with local protocols.

Name: _____ **Expected discharge date (EDD):** _____

- Applies to children under the care of the Pediatric Complex Care Program who have been **hospitalized for more than one week** and are clinically fit for discharge.
- **Discharge planning should begin on the day of admission.**
- May be completed collaboratively by physicians, nurses and allied health professionals.

1 Meet with your healthcare team

- [ ] Arrange a **discharge planning meeting** with the family and relevant multidisciplinary team members to review discharge requirements, identify and address potential barriers, and clarify outstanding concerns.

2 Caregiver training and readiness

A · Caregiver training

Specify the training required under each domain based on the child's individual care needs.

Training domain	Required training (specify)	Date completed	Name
☐ Medication administration			
☐ Medical technology			
☐ Feeding techniques			
☐ Daily care routines			
☐ Safety and environment			
☐ Emergency management (incl. CPR)			

B · Caregiver readiness assessment

- [ ] Confirm caregiver **competency** in all required training through practical demonstration.
- [ ] Complete a caregiver-led care period (**"Care by Parent"**) using home equipment, preferably for at least **24 hours**, as clinically appropriate.
- [ ] Complete independent caregiver outings off the unit, if applicable.
- [ ] Complete car seat tolerance screening, if clinically indicated.

3 Transportation and home preparation

- [ ] Confirm a safe **transportation plan** for discharge, including any required equipment or assistance.
- [ ] Confirm that the **home environment** is prepared to safely accommodate the child's care needs.

4 Home equipment and supplies

- [ ] Confirm that all required medical equipment and supplies are **available, functional and ready for use** prior to discharge.

Specify required equipment and supplies

5 Medications, immunizations and nutrition

A · Medications

- [ ] Complete **medication reconciliation**.
- [ ] Provide prescriptions for all required medications.
- [ ] Provide caregivers with an updated medication schedule.
- [ ] Confirm medication availability prior to discharge.

B · Immunizations

- [ ] Review immunization status and arrange any indicated vaccinations.
- [ ] Assess eligibility for **seasonal influenza vaccination** and **RSV immunization / prophylaxis**, as appropriate.

C · Nutrition and feeding

- [ ] Confirm the feeding regimen and nutritional requirements.
- [ ] Provide prescriptions for enteral formulas and nutritional supplements, if applicable.
- [ ] Provide caregivers with a written feeding schedule and preparation instructions.

6 Financial considerations

- [ ] Assess the family's ability to meet the financial costs associated with the child's ongoing care and identify any required financial support.

Details / support required

7 Community supports and services

- [ ] Identify and coordinate required community services and supports (e.g., Bayt Abdullah Children's Hospice).
- [ ] Arrange pediatric home healthcare services, if applicable.

Specify required services and supports

8 Follow-up and discharge documentation

- [ ] Arrange follow-up at the **Pediatric Complex Care Clinic**. Date and time: _____
- [ ] Coordinate subspecialty follow-up appointments with the Pediatric Complex Care Clinic visit, whenever possible.
- [ ] Provide caregivers with appointment details for any subspecialty follow-ups scheduled separately.
- [ ] Provide the family with an updated **Complex Care Plan**, including relevant contact information, emergency instructions and guidance on when to seek medical assistance.
- [ ] Provide caregivers with a copy of the **discharge summary**.

Comments