STATE OF WASHINGTON
DEPARTMENT OF SOCIAL AND HEALTH SERVICES
Home and Community Living Administration
PO Box 45600, Olympia, Washington 98504

December 19, 2025

HCLA: NH #2025-064
UPDATED NURSING HOME (NH) DISCHARGE OR TRANSFER NOTICE FORM

Dear Nursing Facility/Home Administrator

When transferring or discharging a nursing home (NH) resident, facilities must provide written notice, and the reasons for the move, to the resident, the resident's representative(s), and a representative of the Office of the State Long-Term Care Ombudsman. The notice must be in a language and manner they understand and must be provided a minimum of 30 days prior, or as soon as practicable when one of the exceptions at 42 CFR 483.15(c)(4)(ii) or (8) applies.

Regulatory requirements are found at 42 CFR 483.15(c), RCW 74.42.450, WAC 388-97-0120, and WAC 388-97-0140.

Please note: Notification requirements at 42 CFR 483.15 are identical for resident transfer or discharge.

DSHS Form 10-237 (Nursing Home Transfer or Discharge Notice) has been updated and translated to 15 languages. To obtain copies of the translated form, please navigate to the Electronic DSHS Forms | DSHS page and place "10-237" in the "Form Number" box.

Use of this form to meet notification obligations is voluntary.

Thank you for your continued commitment to residents' health and safety. Please submit questions to rcspolicy@dshs.wa.gov.

Sincerely,

Miriam Mina, Acting Director
Residential Care Services

DSHS: *"Partnering with People"*