

Physician Hot Sheet

6/06/2014



Home Health Care & DME Ordering UPDATED

WHAT: If the patient needs home health care:

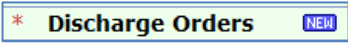
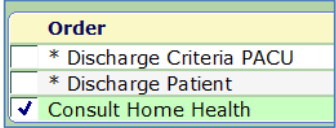
- The Provider must place the Consult Home Health order to alert Case Management
- The Provider must fill out the Home Care and Referral template
 - These are available from the Discharge routine, but they can be completed anytime during the patient's stay, and are available from POM and Pdoc also

If the patient needs any type of DME :

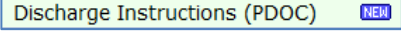
- The physician must place the orders for DME in the Home Medical Equipment component of the Discharge Desktop.
- If ordering oxygen (CMS regulation: 240.2), hospital bed (CMS regulation: 280.7), or wheelchair (CMS regulation: 280.3), according to CMS, provider MUST complete the DME Justification template in PDOC
 - This can be done through the discharge desktop or the document routine.

PROCESS:

Follow these steps to place the Consult Home Health order:

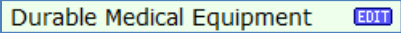

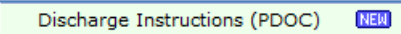
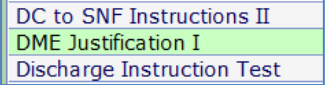
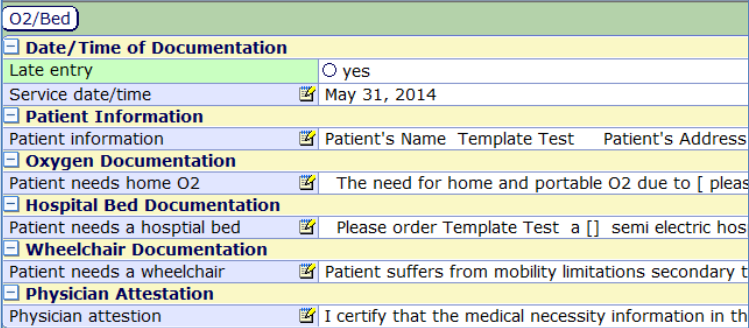
Step 1	From the Discharge routine, click New for Discharge Orders. 
Step 2	Select the check box for Consult Home Health and click Select. 
Step 3	Type a reason in the Reason For Home Health Consult box (it is required).
Step 4	Click OK.
Step 5	The Consult Home Health order is listed under New Orders.
Step 6	Save and sign the order.

Follow these steps to complete the Home Health Encounter & Referral template.

Step 1	From the Discharge routine, click New for Discharge Instructions (PDOC).  Note: This template is also available by clicking the Document menu button and clicking Enter New.
Step 2	Type "home" in the Lookup box, select Home Care Enc & Ref I, and click OK.
Step 3	Complete the Home Care Encounter and Referral I template. <ul style="list-style-type: none"> • Document the face-to-face encounter on the Patient Data tab. • Document homebound status. • Enter specific services needed and ordered.
Step 5	Click Save.
Step 4	Sign and Save the document.

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Follow these steps to complete the DME Justification template.

Step 1	DME can be ordered by clicking EDIT for Durable Medical Equipment. 
Step 2	From the Physician Desktop or EMR, click the Discharge menu button. 
Step 3	Click NEW for Discharge Instructions (PDOC). 
Step 4	Type DME in the Lookup box and select DME Justification I. 
Step 4	 <p data-bbox="261 898 1430 999">Patient information will automatically be pulled in from the patient’s registration. The canned text for this template is automatically built to display the information that is needed to order the supplies for the patient.</p> <p data-bbox="261 1041 1398 1178">Oxygen Documentation – Use the F4 key to navigate to the brackets and fill in the appropriate information pertaining to the patient. CMS requires documentation of one of the Oximetry test results. If you only need oxygen, highlight the text inside the Hospital Bed Documentation Wheelchair Documentation and press Delete.</p> <p data-bbox="261 1220 1446 1356">Hospital Bed Documentation – Use the F4 key to select the appropriate bed and the sentence that applies to the patient. Delete the sentences that do not apply to the patient. If you only need a bed, highlight the text inside the Oxygen Documentation and Wheelchair Documentation and press Delete.</p> <p data-bbox="261 1398 1422 1503">Wheelchair Documentation - Use the F4 key to enter the primary diagnosis that is responsible for the mobility limitations. If you only need a wheelchair, highlight the text inside the Oxygen Documentation and Hospital Bed Documentation and press Delete.</p> <p data-bbox="261 1545 1349 1608">Physician Attestation – This will automatically fill in for the end users. Only the information documented will appear on the final output.</p>
Step 5	Click Save.
Step 6	Save and sign the document.

Contacts: SJMC: x4357 and press “2” or call 714-446-5162 SJO: x17800 and press “2” or call 714-771-8000 x17996
 MH/LB: x7349 and press “2” or call 949-364-1400 x2700 SMMC: x8199 and press “2” or call 760-242-2311 x3807