

AHA Members may reproduce this sample document cooperatively developed by the New Jersey Hospital Association and the Home Care Association of New Jersey.



Date

Name

Title

Facility Name

Street Address

City, State Zip Code

Dear Name of Hospital Discharge Planner/ Social Worker:

Agency Name appreciates your referrals for home health services.

We want to make you aware that Medicare has recently established a new requirement for payment of home health services. Here are the key things that you need to know:

Effective January 1, 2011 Medicare requires:

- All individuals who are referred for home health services **must have a Face to Face Physician Encounter (“in person” visit) with a physician or non-physician practitioner (nurse practitioner, clinical nurse specialist or physician’s assistant) within a mandatory time frame -**
 - **Within the 90 days before the start of home health services or**
 - **Within 30 days after the home health nurse or therapist makes the first visit.**
- **If this requirement is not met, Medicare will not pay for the home health services.**
- **All Medicare certified home health agencies are required to comply** with this new requirement.
- This requirement is part of the new Patient Protection and Affordable Care Act (health care reform law) and is intended to ensure that the care receives is authorized by the physician.

Enclosed you will find a Fact Sheet and Documentation Guide for the Physician Face-to-Face Encounter. This new mandate will have to be met by physicians who order home health services for patients discharged from your facility. Additionally the home health agency must have documented evidence that the requirement was met.

We understand that this new requirement will mean an adjustment in the process for discharging patients and arranging for home health services. In an effort to help with this transition, Agency Name is committed to assisting you. We are also willing to arrange an educational session for your department and the physicians at your facility. In addition, we will provide you with a supply of the Fact Sheets and Documentation Guides for distribution.

State and National Associations are continuing to advocate for changes in the process. However, at this time, our only option is to comply with the new Medicare requirement so patients can access the home health services they need.

Please contact [redacted] at [redacted] to arrange for an educational session or to obtain additional copies of the Fact Sheet and Documentation Guide.

[redacted] Agency Name greatly appreciates your willingness to work together to comply with this requirement and provide the best possible service to our patients.

Sincerely,

[redacted] Contact Name
[redacted] Title