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

Physician Face to Face Encounter Documentation Guide

The Centers for Medicare and Medicaid Services (CMS) has outlined the documentation requirements for the Face to Face Encounter which include a narrative with key data elements. This new rule goes into effect on January 1, 2011. In an effort to assist you with the required data points we have created this tool for your immediate use. Please see Face to Face Encounter Fact Sheet for additional details.

Scenario:

Mary Smith, an 83 year old female with a history of CHF and hypertension, presents with increased shortness of breath, weight gain greater than 5 lbs this week, deconditioned with increased weakness, and questionable medication compliance.

The Face to Face Encounter Narrative must be a separate and distinct section of or addendum to the physician's orders/485 and must include the following:

- Patient Name and Identification: (If not elsewhere on the page)
- A certification narrative that outlines:
 - The date of the in-person visit with physician or other non-physician practitioner (Nurse Practitioner, Clinical Nurse Specialist, or Physician's Assistant) and that the visit was related to (completely or in part) the medical condition for which the patient needs home health services
 - Example: "Patient was seen January 1, 2011 for CHF which is the reason for home care".
 - The services requested (nursing and/or physical therapy and/or speech language pathology) are medically necessary <u>and</u> support the need for the requested home health services.
 - Example: "My clinical findings support the need for skilled nursing and physical therapy services, which are medically necessary, because the patient has gained more than 5 lbs in one week, have increased SOB, are deconditioned with increased weakness, and medication compliance is questionable."
 - The patient is homebound (he/she requires considerable and taxing effort to leave their residence for medical reasons or religious services or infrequently or of short duration for other reasons)
 - Example: "Based on my clinical findings this patient is homebound because shortness of breath limits ambulation."
 - The patient is under a physician's care and the in-person visit was conducted by the certifying physician or a NPP (nurse practitioner or physician assistant) and meets the requirements for a face to face encounter
 - Example: "I certify that this patient is under my care and that I, or a nurse practitioner or physician's assistant working with me, had a face-to-face encounter that meets the physician face-to-face encounter requirements."
- The physician's signature and the date the narrative is signed

Please contact us at **Phone Number** if we can be of further assistance.