

Treatment Plan Tracking Sheet Update

All tracking sheets will continue to track the same information. The manner in which it is entered will look slightly different. All new admissions will continue to be added as usual.

ROI – The date of any new ROI will be entered in the main sheet by the person signing off on the document in EHR.

Treatment Plan (TxP) – The date of the most recent TxP will be entered by clerical staff before Indexing it to EHR.

Last F2F – At the end of each cycle and before printing the tracking sheets a report will be pulled for each therapist and nurse. The date of their last visit will be recorded in the main sheet by clerical staff. The report can be found by going to Billing Reports: Charges Report Detailed Paid & Unpaid.

Number of Visits –The number of visits should be calculated from the “Last F2F” report and added on to the total number currently on main sheet.