Department for Behavioral Health, Developmental and Intellectual Disabilities (DBHDID): History and Physical (H&P) Documentation Requirements

Introduction

A History and Physical (H&P) is a required component of the documentation used to support nursing facility (NF) admission for individuals referred through the Preadmission Screening and Resident Review (PASRR) process.

To assist providers in completing comprehensive documentation, this guide summarizes the key H&P elements expected for PASRR-related nursing facility admissions. Providers should ensure that the submitted H&P contains sufficient detail to accurately describe the individual's condition, medical needs, and clinical rationale for NF placement.

To facilitate timely admission and ensure compliance with federal documentation standards, the H&P must include the required history and examination elements outlined in this guide. This guidance is intended as a reference tool and does not replace applicable federal regulations, Centers for Medicaid Services (CMS) guidance, Kentucky Medicaid requirements, or facility-specific policies.

Requirements for Nursing Facility Admission

For PASRR purposes, an H&P must contain all of the following elements in one single document (with the exception of medications):

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- Medical History/History of Present Illness (HPI): Include relevant medical history that explains the individual's current health condition, diagnoses, treatment needs, and supports the reason for nursing facility admission.
- Review of Systems (ROS): The ROS is a systematic assessment of the body's organ systems through a series of questions designed to identify signs and/or symptoms the patient is currently experiencing or has experienced previously. This section must document a subjective (patient report) review of at least 10 body systems. If the ROS is unobtainable, the record must clearly document the ROS as "unobtainable" and a valid reason why it could not be completed.
- Physical Exam: The physical exam is a hands-on assessment of the patient's physical condition and is performed by a qualified healthcare provider. It involves evaluating the body's systems through techniques such as inspection, palpation, percussion, and auscultation to identify objective findings. This section must document an objective (clinician observation) review of at least 9 body systems and includes a neurological assessment. Physical exams completed via telehealth are not acceptable; the required physical examination must be completed in person.
- Authentication: Must be signed by a qualified provider (MD, APRN, PA, Doctor of Osteopathic Medicine).
- Timeline: Must be completed within the past 12 months. However, if the H&P is several months old, ensure it remains clinically relevant and still supports the reason for the nursing facility admission.
- Medications: Must include a current list of medications, however, this element may be attached as a separate document.

References

- Centers for Medicare & Medicaid Services. Evaluation and Management (E/M) Services Guide. MLN006764, January 2022.
- CMS. 1995 Documentation Guidelines for Evaluation and Management Services.
- CMS. 1997 Documentation Guidelines for Evaluation and Management Services.
- Applicable CMS Nursing Facility regulations (42 CFR Part 483), as adopted by Kentucky.