

**Technical Questions RE: The Professional Medical Information Page (PMIP)
Final**

1. Who can sign the PMIP?

Response

The PMIP must be signed by the Primary Care medical professional at the time of enrollment into an HCBS Medicaid Waiver or when being placed on the waitlist. This would include: The Primary Care Physician (PCP), licensed medical staff (LPN or RN) from the PCP office, or a public health physician. For continued Stay Reviews, the PMIP needs to be signed by any of the aforementioned or a CCB/Agency nurse that provides the ongoing care for that client.

2. If we have persons on the wait list that do not have a doctor and/or cannot afford to go to the doctor, as they do not have insurance/Medicaid, what do we do for the Doctor's page of the 100.2?

Response

The page must be completed as part of the ULTC 100.2 in order to finalize. The client can't be certified for the waitlist without this verification. The case manager needs to advise the client or family of the necessity of this form and inform them that it is a requirement in order to be placed on the waitlist

3. The CCB or agency nurse is able to sign the PMIP for Continued Stay Reviews. However, these nurses often do not have or work with ICD 9 codes. Is it okay if they complete diagnoses, etc., but leave off the codes?

Response

ICD-9 Codes are required to be completed by the nurse. A simple Internet search produces numerous websites that can provide this information.

4. When a PMIP is not provided timely or the physician refuses to sign do we finalize and deny the assessment? Is an 803 sent or an Advisement letter?

Response

The LTC 803 is sent because the client is being denied a program based on regulations. The client has a right to appeal. On initial assessments, the Case Manager is given 30 days from the time of assessment to obtain the PMIP. If it is not returned, the LTC 803 will be sent after the 30th day. On a CSR the LTC 803 would be sent after the current certification period expires. The regulations to cite will be in the new LTC Rules once approved. For an initial the rule is 8.400.6.F.1.b and for a CSR 8.400.6.G.3.a.

5. **The PMIP form in the BUS does not have a space to indicate the doctor's signature date. Does this information need to be included somewhere?**

Response

This will be changed when a programmer is available, but a hard copy with the doctor's signature should be kept on file in the interim.

6. **If the doctor leaves a major diagnosis off the PMIP form (i.e.: diabetes) do we need to get it corrected or do we just enter what the doctor documented?**

Response

Generally, the case manager will enter what the doctor stated on the form. However, if the case manager in his/her professional judgment feels that the absence of a particular diagnosis affects the client's assessment, it is within his/her scope of practice to follow up with the physician's office.

7. **There are many times that we are unable to read what was filled out on the PMIP. What level of responsibility do the CMAs have in interpreting the handwriting? Do we just file the original for in the event of an audit and note in the system the problem?**

Response

It is the responsibility of the case manager to ensure that proper documentation is maintained for the client. If form is received illegible, the CM should contact the physician for clarification.

8. **If there isn't a drop down menu choice (i.e.: medications administered through a G-tube) do we just leave it blank or is there another place to enter the information?**

Response

Send a BUS Tracker in and HCPF will address this.

9. **It was our understanding from the training with HCPF that if the doctor doesn't list an MR or DD diagnosis, we do not need to worry about getting it. Do we just enter the information the Physician put on the form?**

Response

Yes, it is important to enter what the physician indicates on the form. However, if the Doctor does not indicate an MR or DD diagnosis, the CCB cannot enroll the individual because it would not indicate appropriate eligibility criteria.