

Course Objective and Timeline

Objective: To teach the doctor how to properly document the patient encounter in such a manner as to effectively convey the patient's subjective problems, the doctor's objective observations, the doctor's assessment including the doctor's rationale, and the plan of care for the patient.

Timeline:

Hour 1: Hour 1 contains the following: **Time:** 50:00

- Course information
- Instructor Introduction
- Introduction to documentation
- Medical Necessity
- Maximum Medical Improvement
- Documentation Standards
 - NCQA Standards
 - CMS Evaluation and Management Standards
 - Medicare Guidelines
- Medically Necessary Care vs. Clinically Indicated Care
- Proving Medical Necessity of the Care Rendered

Hour 2: Hour 2 contains the following: **Time:** 49:22

- Review of Quiz Answers
- Complexity of Documentation
- Chiropractic Assessment Visit / Treatment Visit Paradigm
- The Episode of Care
- The S.O.A.P. Documentation Format
- Additional Information
 - Patient Demographics
 - Consent to Treat and Other Notices

Hour 3: Hour 3 contains the following: **Time:** 56:51

- Review of Quiz Answers
- Additional Information
 - HIPAA
 - Documentation from Outside Sources

- Documentation from Other Doctors
- Police Reports
- Emergency Room Documentation
- Essential Job Function requirements
- General Considerations for Documentation
- The Subjective Element of Documentation
 - OPQRST
 - Initial History

Hour 4: Hour 4 contains the following: **Time:** 61:14

- Review of Quiz Answers
- The Subjective Element of Documentation
 - Initial History
 - Initial Consultation
 - The Re-examination
 - Medicare
 - Treatment Visit Subjective Element
 - Proving Medical Necessity in the Subjective Element
- The Objective Element of Documentation
 - Range of Motion Testing
 - Muscle Strength Testing
 - Outcomes Assessment Questionnaires

Hour 5: Hour 5 contains the following: **Time:** 55:05

- Review of Quiz Answers
- The Objective Element of Documentation
 - Determination of the Presence of Subluxations
 - Contraindications to Adjusting
 - The Re-examination
 - Medicare
 - Treatment Visit Objective Element
 - Proving Medical Necessity in the Objective Element
- The Assessment Element of Documentation
 - Complicating Factors
 - Factors that Would Indicate Chronicity
 - Hierarchy of Diagnoses

Hour 6: Hour 6 contains the following: **Time:** 53:01

- Review of Quiz Answers

- The Assessment Element of Documentation
 - The Re-examination
 - Medicare
 - Treatment Visit Assessment Element
 - Proving Medical Necessity in the Assessment Element
- The Plan Element of Documentation
 - The Re-examination
 - Medicare
 - Treatment Visit Plan Element
 - Proving Medical Necessity in the Plan Element
- Maintenance Care
 - The Re-examination
 - Medicare
 - The ABN

Hour 7: Hour 7 contains the following: **Time: 58:25**

- Review of Quiz Answers
- Maintenance Care
 - Medicare
 - The ABN

Hour 8: Hour 8 contains the following: **Time: 59:27**

- Review of Quiz Answers
- Maintenance Care
 - Medicare
 - The ABN
- Documenting the Treatment Visit
 - History
 - Physical Exam
 - Documentation of Treatment Given on Day of Visit
- Signatures
- Correcting Errors

Hour 9: Hour 9 contains the following: **Time: 57:23**

- Review of Quiz Answers
- Case Management
 - Consistency
 - Thoroughness
- Personal Injury Cases

- Developing the Narrative Format
- Narrative Example: Routine Initial Visit

Hour 10: Hour 10 contains the following: **Time:** 59:43

- Review of Quiz Answers
- Narrative Example: Routine Treatment Visits
- Narrative Example: Routine Re-examination
- Narrative Example: Routine Final Assessment/ Evaluation Visit
- Conclusion