



Promise
Health
Plan

December 2020

Attention: All Primary Care Practitioners (Medi-Cal LOB) Re: INITIAL HEALTH ASSESSMENT AUDIT (IHA)

Completing a timely Initial Health Assessment (IHA) provides an opportunity for members to establish a relationship with their PCP and obtain necessary health care and preventative services, which can lead to positive health outcomes and improvement in their overall health status. All newly enrolled members must receive an Initial Health Assessment (IHA) within 120 days of enrollment ([DHCS Policy Letter 08-003](#)), [see Policy Letters link](#).

A minimum of three documented attempts must be made to schedule the timely IHA, with at least one phone call and one letter. If the member has been contacted but has missed a scheduled IHA appointment, please evidence the mandated three additional documented attempts to reschedule the appointment; at least one attempt to contact the member by telephone and at least one attempt to contact the member by letter.

The IHA consists of a comprehensive health history (medical, social, family, etc), physical exam, including a review of systems, and the completion of the Staying Healthy Assessment. This visit should include, but is not limited to, immunizations ([ACIP Guidelines](#)) counseling including Tobacco Cessation, medical testing and treatment, review of Preventative Services ([USPSTF](#)). Although there is no specific form, complete documentation of this visit is required to be kept in the patient's medical record age-appropriate physical evaluation templates. Provision of the assessment or that of a comparable comprehensive assessment needs to be documented in the patient's medical chart.

Guidelines:

- [DHCS Policy Letter 08-003 \(DHCS Policy Letter 08-003\)](#) see Policy Letterslink
- [DHCS APL16-014 Tobacco Prevention and Cessation Services forMedi-Cal Beneficiaries](#)
- [DHCS APL 18-004 Immunization Requirements](#)
- [APL 20-016 Blood Lead Screening of Young Children](#)
- [Advisory Committee on Immunization Practices ACIPGuidelines](#)
- [USPSTF 2016 Guidelines](#)
- [Age appropriate physical evaluation templates](#)
- [Bright Futures](#)

INITIAL HEALTH ASSESSMENT AUDIT TOOL

<p>MONTH/YEAR:</p> <p>COUNTY:</p> <p>IPA/Medical Group:</p> <p>PROVIDER /SPECIALTY:</p> <p>MEMBER NAME/ID#:</p> <p>DOB /AGE /GENDER:</p> <p>ENROLLMENT DATE:</p> <p>DATE/TYPE of VISIT:</p> <p>AGE AT TIME OF IHA VISIT:</p> <p>DATE of MR AUDIT:</p>	<p>Medical Records Review Audit</p> <p>Audit Score:</p>
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Score Criteria: Met = 90% - 100% Not Met = ≤ 89% Value Score: Yes=1, No=1, N/A=1

ALL MEMBERS	Yes	No	N/A	Comments	Source
1. The IHA was performed within 120 days of enrollment.					MMCD Policy Letter PL08-003 IHA
2. The medical records includes an age-specific Staying Healthy Assessment tool (SHA) / Individual Health Education Behavioral Assessment (IHEBA) which is reviewed annually or re-administered, based on the SHA's periodicity schedule.					MMCD Policy Letter PL13-001
3. The medical record reflects diagnostic, treatment and follow-up services for symptomatic findings or risk factors identified in the IHA within 60 days following discovery.					DHCS MMCDBoilerplate Contracts
4. The medical record reflects TB assessments for all members: TB Screen/Test or CXR results for positive skin tests results.					AAP Periodicity Schedule TB Screening in Adults
5. If IHA has not been completed, the medical record reflects attempts to schedule IHA per Health Plan policy.					MMCD Policy Letter PL08-003 IHA
6. If the IHA has not been completed due to missed appointments, the medical record reflects documented missed appointments and at least (2) attempts for follow-up, as appropriate, including one attempt by telephone and one by letter or postcard.					MMCD Policy Letter PL08-003 IHA
7. Immunization information is reported to the California Immunization Registry (CAIR) or San Diego Immunization Registry (SDIR) within 14 days of the immunization.					APL18-004
8. Initial and annual assessment of tobacco use for each adolescent and adult member.					APL16-014
SECTION SCORE ALL (8 Questions)	0	0	0		
PEDIATRICS (Ages 0 -20 yrs)	Yes	No	N/A		
9. For Members under 21 Years of age the medical record reflects completion of an age appropriate IHA according to the most recent edition of the American Academy of Pediatrics (AAP) age specific guidelines and periodicity schedule. The IHA must also include an age specific assessment and services required by the Child Health and Disability Prevention Program (CHDP).					MMCD Policy Letter PL08-003 IHA A and B Recommendations United States Preventative Taskforce (uspreventivetaskforce.org)
10. The medical record reflects a dental screening/oral assessment and dental referral starting at age 3 or earlier, if warranted.					APL18-007
11. The medical record includes documented lab testing for anemia. (Screening for anemia at age 12 months).					AAP Periodicity Schedule
12. The medical record includes identification, treatment and follow-up on obese members.					USPSTF Screening for Obesity Children & Adolescents
13. The medical record includes documented age- appropriate immunization(s).					USPSTF Immunization Guidelines for children; CDC Recommended Child & Adolescent Immunization Schedule
14. The medical record includes documented age-appropriate administration of an IPV vaccine (#1: 2 mos, #2: 4 mos, #3: 6-15 mos, #4: 4-6 years).					USPSTF Immunization Guidelines for children; CDC Recommended Child & Adolescent Immunization Schedule

15. The medical record includes a documented testing for lead poisoning in IHA (if appropriate). (Lead level checks at ages 12 mo, 24 mo, and 72 mo).					APL20-016
16. Follow-up lead re-check done on lead levels 10 to 14 in 3 months					APL20-016
17. Follow-up lead confirmatory (venous) re-check is performed on level levels 15 to 19 within 1-2 months.					APL20-016
18. Referred to County Lead Program for lead levels above 15.					APL20-016
19. The medical record includes documented testing for Sickle Cell (SCA) trait in the IHA (if appropriate).					PL98-06
SECTION SCORE PEDIATRICS (11 questions) :	0	0	0		
ADULT MEMBERS	Yes	No	N/A		
20. For Asymptomatic Adults the medical record reflects completion of an age appropriate IHA according to the most current edition of the Guide to Clinical Preventive Services published by the U.S. Preventive Services Task Force (USPSTF) as documented by a history & physical & review of organ systems.					MMCD Policy Letter PL08-003 IHA A and B Recommendations United States Preventative Taskforce (uspreventativetaskforce.org)
21. The medical record includes colon and rectal cancer screening for adults 50 years to 75 years old.					USPSTF Colorectal Screening
22. The medical record includes documented immunizations for adults as required. (Tdap, Flu, pneumovax).					CDC Vaccine Schedules for Adults
SCORE ADULT MEMBERS (3 questions)	0	0	0		
FEMALE MEMBERS	Yes	No	N/A		
23. The medical record includes a documented Mammogram every 2 years for adults 50 years to 75 years old.					USPSTF Mammogram - Breast Cancer Screening
24. The medical record includes documented Osteoporosis screening for females 65 years and older.					USPSTF Osteoporosis screening
25. The medical record includes documented Chlamydia screen for all sexually active females through 26 (high risk-such as but not limited to, new or multiple sex partners, prior hx of STD, not using condoms consistently & correctly).					USPSTF Chlamydia & Gonococcal Infection Screening
26. Screening for cervical cancer in women ages 21 to 65 years with cytology (Pap Smear) every 3 years.					USPSTF Cervical Cancer Screening
27. The medical record reflects that the HPV immunization was offered to age appropriate females (ages 9-26 years).					MMCD Policy Letter PL 07-015
SCORE FEMALE MEMBERS (6 questions):	0	0	0		
MALE MEMBERS	Yes	No	N/A		
28. Prostate Specific Antigen (PSA) testing for men annually 45 years of age with high risk and ages 50-70 for men with average risk.					USPSTF Prostate Cancer Screening
SCORE MALE MEMBERS (1 question):	0	0	0		
SPD MEMBERS	Yes	No	N/A		
29. The Health Risk Assessment for the SPD member is present in the medical record.					MMCD Policy Letter PL 12-004
30. The SPD member has received all necessary information regarding their treatment and services so that they can make an informed choice.					
31. The medical record reflects that the SPD member agrees with the plan for treatment and services.					
SCORE SPD MEMBERS (3 questions):	0	0	0		
TOTAL COMBINED POINTS of ALL SECTIONS	0	0	0	0	
TOTAL POSSIBLE POINTS				310	
SCORING METHODOLOGY					
Total POSSIBLE POINTS minus TOTAL N/A-for this medical record					310
SCORE: TOTAL N/A divide by TOTAL POSSIBLE POINTS					0%
IHA SUMMARY / CAP					
LEGEND:					
DOE – Date of Enrollment					
DOE – Date of Enrollment					
CAP – Corrective Action Plan					
SHA – Staying Healthy Assessment					
IHEBA – Initial Health Education Behavioral Assessment					
ACIP – Advisory Committee on Immunization Practice					
CDC - Centers for Disease Control and Prevention					