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### Compliance Hotline

Type: <http://157.21.29.163/Compliance/>  
and click on Hotline. EVMS Health Services Compliance concerns may also be sent to the EVMS Health Services Compliance Office via phone, mail or e-mail.

### Contact Us

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## 'Incident To' Services

On May 30<sup>th</sup> CMS rescinded Transmittal 87 CR 5288. This transmittal provided clarification of the 'incident to' guidelines. Although the transmittal has been rescinded, the requirements documented in the [April 2008 EVMS Health Services Newsletter](#) still apply. These requirements may also be found in the [TrailBlazer Health Non-Physician Practitioner Manual](#) at:

<http://www.trailblazerhealth.com/Publications/Training%20Manual/nonphysicianpractitioners.pdf>

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## Non-Physician Practitioner Guidelines

EVMS Health Services guidelines for the practice of nurse practitioners, nurse midwives and physician assistants may be found on the intranet at:

<http://info.evms.edu/healthservices/postdocs/>

Each non-physician practitioner must sign a form acknowledging that s/he understands that it is the responsibility of the non-physician provider to read, understand and comply with these policies and with all updates to these policies. Copies of the signed Acknowledgement Form must be on file in the EVMS Health Services Credentialing Office. Forms may be found at the intranet link noted above.

In addition to the Acknowledgement Form, the following must be provided to the EVMS Health Services Credentialing Office before the non-physician practitioner may begin practice.

- License;
- Authorization to prescribe (as appropriate);
- DEA license (as appropriate);
- Protocol;
- Approval of protocol (as appropriate);
- Practice agreement (as appropriate);
- Documentation of educational program;
- Documentation of professional certification.

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## Scanned Documentation

Identifying patient information and the date must on each page of the medical record. Many departments use two-sided forms for new patient histories, progress and procedure notes. The appropriate identifying information and date must be entered on the forms (back and front) before entering in the chart or scanning into TouchWorks.

CMS CERT (Comprehensive Error Rate Testing) audits are continuing and we are required to fax the requested documentation. Supporting documentation may not be accepted if it is not clear that each page is for the patient and date requested.