

360 COMPREHENSIVE EXAM



Assessment form completion guide 2018

Overview

Cigna-HealthSpring created the 360 Comprehensive Assessment form (360) to support primary care physicians (PCPs) in identifying and managing chronic health conditions for their Medicare Advantage customer. The form is designed to provide a high quality health care experience while addressing preventive opportunities and chronic condition management needs of the patients. The PCP should complete the 360 form for all paneled Cigna-HealthSpring patients once per calendar year.

360 form components

- › Past medical history (PMH)
- › Past surgical history
- › Past family/social history (PFSH)
- › Review of systems (ROS)
- › Pain screening
- › Diabetic foot exam
- › Physical exam (PE)
- › Current conditions
- › Fall risk screening
- › Depression screening
- › Preventive/health maintenance (HEDIS)
- › Coordination of care
- › Case management/behavioral health needs

Please note that each page of the 360 Comprehensive Examination must include the patient's name, date of birth and date of service.

Forms should be completed promptly, signed, and submitted to Cigna HealthSpring within 180 days of service.

Completion tips

- › The 2018 Comprehensive Exam must be used for 2018 examinations
- › Customer demographics (name and date of birth) and the date of service are required on each page
- › All sections of the form should be completed
- › Diagnostic data that resulted in 2017 and is not any older than 180 days, or those studies that are completed in 2018, may be used as clinical evidence to support the completion of the 2018 360 Comprehensive Assessment
- › Develop a complete active medical problem list all chronic conditions and their treatment plans
 - › Active medical problems must have a documented treatment plan, which can include one or more of the following: medications, diet, referrals to specialty providers, monitoring, and/or diagnostic testing
 - › Defining the medical problem as being stable or unstable is not a valid treatment plan
- › Any correction/alteration to the completed form must be indicated with a line through the error along with the provider's initials and date to confirm the correction. White Out is an unacceptable practice for medical record corrections
- › On page 7, print the completing provider's full name, provide an original signature(s), supply professional credentials (MD, DO, NP, PA), and a date of service
 - › The signature date should be consistent with same date of service that the 360 Comprehensive Exam was performed
 - › Dependent upon specific states laws that pertain to NP and PA clinicians some exam forms will require an additional physician signature
- › Only attachments that include customer demographics (name and date of birth), the service date, name - credential(s) - signature of the clinician will be accepted. Attachment examples include: printed medications list, and the PHQ-9 or other recognized depression screening tool

