



Dear DC HealthCheck Provider:

Here are your new DC HealthCheck “Standard Medical Record Forms” (“SMRF’s”) for use in your practice. Thank you for your patience!

These forms have been developed by DC’s pediatricians, the DC Medical Assistance Administration and others as part of a city-wide initiative to improve the quality & documentation of preventive & EPSDT services provided under Medicaid.

Using the SMRF’s in your practice- 5 key points & directions:

- 1.) SMRF’s are designed to be used as your medical record notes for well-child visits.**
 - **Use this form in place of your current chart note.**
 - **Use the form appropriate for the patient’s age.**
- 2.) Complete the form fully- all areas & boxes must be completed.**
 - **Use the back of the top SMRF sheet if you need additional writing or documentation space.**
- 3.) Keep & file the top sheet in the child’s medical record.**
- 4.) Separate the bottom sheet for submission to the DC Department of Health.**
 - **Data from the SMRF copies will be entered into a new DC HealthCheck Child Health Data Registry- currently under development.**
 - **Until the registry is active (early fall 2006)- we ask that you temporarily hold these copies in your practice for safe-keeping.**
 - **We will provide you with details for submitting these copies shortly.**
- 5.) Once the DC HealthCheck registry is operational- we will add several new components to our improvement efforts:**
 - **Providers- once registered- will be able to securely view patient SMRF data on-line- improving care coordination city-wide.**
 - **Providers will receive quarterly feedback reports regarding the completeness of their DC HealthCheck EPSDT visits and tips for improvement from DC PICHQ.**
 - **Providers will receive a quarterly “pay-for-performance” (P4P) quality improvement participation incentive (\$3 for each complete form submitted)- based on DC HealthCheck/DC PICHQ feedback reports.**

To improve the timely delivery of your next SMRF’s, all new SMRF orders & delivery will now be administered by the DC PICHQ- DC Partnership to Improve Children’s Healthcare Quality.

Please contact Vincent Schuyler @ DC PICHQ: 202-884-3216 with future SMRF orders or questions. We will also be glad to arrange a brief free SMRF training session for the physicians & staff in your office. Additional information can be found on-line at: www.brightfutures.org/healthcheck.



DC PICHQ is leading this nationally innovative quality improvement initiative. We are building an unprecedented local collaboration among all who provide healthcare for DC's children: our DC Department of Health, Medical Assistance Administration (DC HealthCheck), managed care plans, American Academy of Pediatrics (DC Chapter), Bright Futures @ Georgetown University, academic institutions & almost every primary care practice.

We appreciate & welcome your practice participation. Together we can improve health care delivery and health outcomes for DC's children.