

The VA may request a Home Improvements and Structural Alterations (HISA) visit to evaluate medically necessary home modifications for a veteran, usually only a one-time visit which requires the patient to be admitted and discharged on the same day.

NOTE: Confirm the HISA VA Eval OT visit is scheduled on your Calendar.

Start Visit

STEP 1: Tap the **Visit Type** from the **Today** screen to open the chart.

STEP 2: Tap **Start Visit**.

- Some tiles may be highlighted which do not require documentation. They are highlighted should the patient be admitted for services.



Admit Patient

STEP 1: Tap **Admissions / Status**.

- Update Patient Status to **Admit** or **Re-admit**.
- Date will default to today.



STEP 2: Select **< back arrow** at top left to Save and return to the tile page.

- Sync** the chart by tapping the sync icon at the lower right of the screen.



Care Plan / Charting

STEP 1: Tap **Care Plan / Charting**.

STEP 2: Select **Care Plan Editing**, located at the bottom of the page.

STEP 3: Tap **+ sign** in the lower right corner, to add Care Plans required for this visit.

- OT General
- OT Safety

STEP 4: Add **Goals**, Tap the **+ sign** and select **Other**.

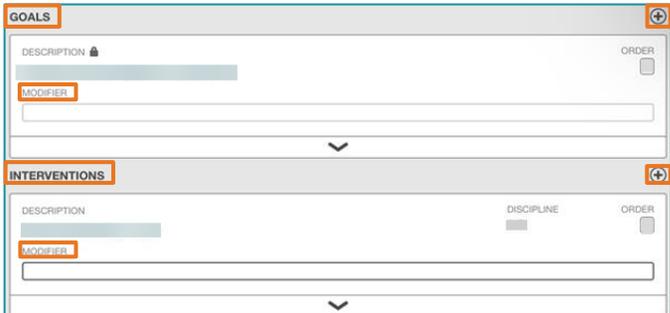
STEP 5: Add **Modifier: HISA Eval Completed**.

STEP 6: Add **Interventions**, Tap the **+ sign** and select **Other**.

STEP 7: Add **Modifier: HISA Eval**.

STEP 8: Add today's date as the **End Date**, unless patient will be admitted.

STEP 9: Select **< back arrow** at top left to Save and return to the tile page.

The screenshot shows two sections: 'GOALS' and 'INTERVENTIONS'. Each section has a 'DESCRIPTION' field with a lock icon, a 'MODIFIER' dropdown menu, and an 'ORDER' field with a plus icon. The 'INTERVENTIONS' section also includes a 'DISCIPLINE' field with a plus icon.

Clinical Notes

STEP 1: Tap **Clinical Notes**.

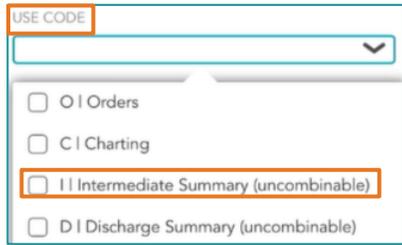
- Review the Attachment(s) to obtain the information the VA requires in your note.



STEP 2: Tap the + sign in lower corner to add Clinical Note.

STEP 3: Add **USE CODE**.

- Select **I / Intermediate Summary**.



USE CODE

- O | Orders
- C | Charting
- I | Intermediate Summary (uncombinable)
- D | Discharge Summary (uncombinable)

STEP 4: Tap in the **NOTE** field.

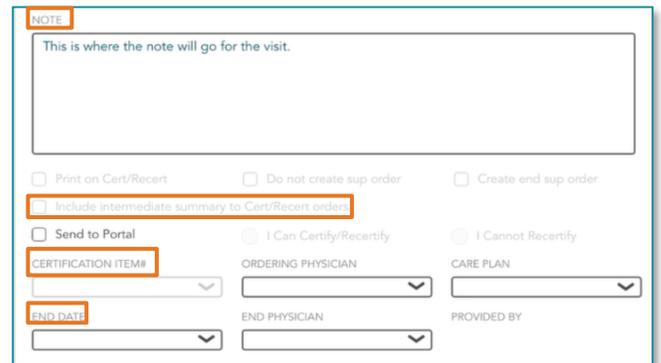
- Obtain note template to create Clinical Note.

STEP 5: Add today's date as **END DATE**.

STEP 6: Select **Include Intermediate Summary to Cert/Recert orders**.

STEP 7: Confirm **Certification Item #** is **Assessment Information for Physician Review**.

STEP 8: Select < **back arrow** at top left to Save and return to the tile page.



NOTE

This is where the note will go for the visit.

Print on Cert/Recert Do not create sup order Create end sup order

Include intermediate summary to Cert/Recert orders

Send to Portal I Can Certify/Recertify I Cannot Recertify

CERTIFICATION ITEM# ORDERING PHYSICIAN CARE PLAN

END DATE END PHYSICIAN PROVIDED BY

➤ Patient Tasks

STEP 1: Tap **Patient Tasks**.

- Create Task for Health Information Management



STEP 2: Tap + sign in lower right corner.

STEP 3: Add **Task Code**, tap drop-down arrow.

STEP 4: Select **Medical Records Request**.

STEP 5: Tap **ASSIGNED TO** and add **170485 Records, Medical**.

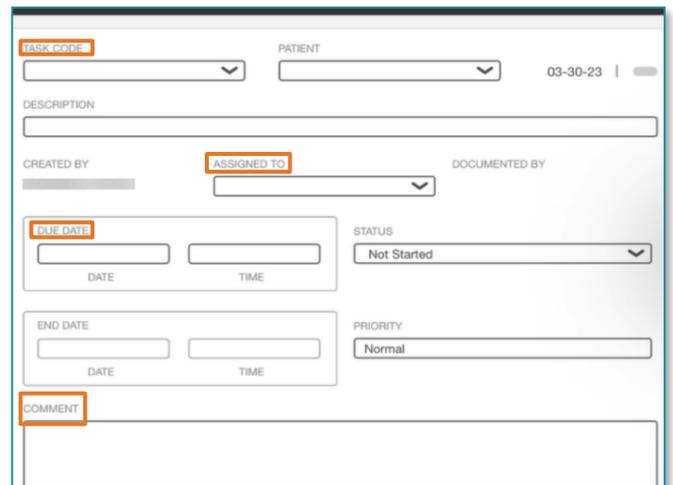
STEP 6: Tap **DUE DATE**, add **Today's Date**.

STEP 7: Tap in **COMMENT** box.

STEP 8: Add note in comment box.

- **Request HISA Evaluation be faxed to VA contact person in referral.**

STEP 9: Select < **back arrow** at top left to Save and return to the tile page.



TASK CODE: PATIENT: 03-30-23

DESCRIPTION:

CREATED BY: ASSIGNED TO: DOCUMENTED BY:

DUE DATE: STATUS: Not Started

END DATE: PRIORITY: Normal

COMMENT:

Discharge Patient

➤ Care Plan / Charting

STEP 1: Tap **Care Plan / Charting**.



STEP 2: Add **OT Discharge** and include **END DATE**.

STEP 3: Document Care Plan Charting.

STEP 4: Select < **back arrow** at top left to Save and return to the tile page.

➤ Visit Frequency

STEP 1: Tap **Visit Frequency**.



STEP 2: **End Visit Frequency** with date of visit.

STEP 3: Select < **back arrow** at top left to Save and return to the tile page.

➤ Admission / Status

STEP 1: Tap **Admissions / Status**.



STEP 2: Update **Patient Status** to **Discharge from Agency**.

- Date will default to today.

STEP 3: Select < **back arrow** at top left to Save and return to the tile page.

- **Sync** the chart by tapping the syn icon at the lower right of the screen.