



**BCBSOK/BlueLincs HMO/Blue Advantage
Behavioral Health Care Clinic**

MEDICAL RECORD STANDARDS

- Organized, individual medical records
- Organized filing system for medical records
- Confidentiality/security of medical information assured
- Release of information documents signed
- Presentation of patient rights and responsibilities to member documented

CHART ELEMENTS (Chart Documentation Captures Core Elements Below)

- Allergies and /or adverse reactions to medications or, if applicable, no known allergies (NKA) are noted
- Personal health history includes complete medical and behavioral health history
- Visit notes include: History and description of presenting problems, mental status evaluation, physical status evaluation if appropriate, risk assessment including potential harm to self or others
- Plan of care
- Notes indicate follow up to plan of care
- Evidence of coordination of care, if the member has co-morbid medical and behavioral health conditions
- A copy of a written discharge plan that was provided to the member is included in chart