

September 2021- Signifycommunity Quick Guide for IDPH Title V Maternal Health Centers

<p><u>First Visit</u> <i>Use this when enrolling a client during a health education and/or psychosocial visit</i></p> <p>Client Demographics</p> <ul style="list-style-type: none"> → Verify client isn't already in Signify → Create new contact → Enter demographic information <p>Maternal Health Episode</p> <ul style="list-style-type: none"> → Each pregnancy requires a new episode → Includes medical home status, program enrollment, and due date → Oral Health services, including Oral Health Only clients, must be entered under the Maternal Health Episode, not "Oral Health" <p>Initial Visit Bundle</p> <ul style="list-style-type: none"> → Health Services Activities for all services billed (delete activities for services not billed) <p>Attach surveys to Complete Survey activity</p> <ul style="list-style-type: none"> → Intake Survey → All Visits Survey → Oral Health Survey (only if completed at the visit) → MH Dental Risk Assessment (only if completed at the visit) 	<p><u>Subsequent Visit</u> <i>Use this when providing a health education or psychosocial visit</i></p> <p>Subsequent Visit Bundle</p> <ul style="list-style-type: none"> → Health Services Activities for all services billed (delete activities for services not billed) <p>Attach surveys to Complete Survey Activity</p> <ul style="list-style-type: none"> → All Visits Survey → MH Dental Risk Assessment (only if completed at the visit) 	<p><u>Postpartum Visit</u> <i>Use this when providing a health education, psychosocial or nursing assessment visit to a client postpartum</i></p> <p>Maternal Health Episode</p> <ul style="list-style-type: none"> → Update status according to postpartum follow up ◆ Closed - Postpartum Clinic Visit ◆ Closed - Postpartum Home Visit ◆ Closed - Postpartum Phone Call Complete <p>Postpartum Visit Bundle</p> <ul style="list-style-type: none"> → Health Services Activities for all services billed (delete activities for services not billed) <p>Attach surveys to Complete Survey</p> <ul style="list-style-type: none"> → All Visits Survey → Discharge Survey → Oral Health Survey (only if completed at the visit) → MH Dental Risk Assessment (only if completed at the visit)
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<p><u>Discharge/Close Episode for Clients Lost to Follow Up</u> <i>For clients who did not schedule or missed a postpartum visit</i></p> <p>Maternal Health Episode</p> <ul style="list-style-type: none"> → Update status according to postpartum follow up ◆ Closed - Client moved out of area ◆ Closed - Miscarriage/fetal death ◆ Closed - Postpartum Phone Call Attempt ◆ Closed - Unable to locate <p>You do not need to complete the all visit or discharge survey</p>	<p><u>Postpartum Only Visit</u> <i>Use this when providing a one- time, postpartum health education, psychosocial or nursing assessment visit</i></p> <p>Client Demographics</p> <ul style="list-style-type: none"> → Verify client isn't already in Signify → Create new contact → Enter demographic information <p>Maternal Health Episode</p> <ul style="list-style-type: none"> → Each pregnancy requires a new episode → Includes medical home status, program enrollment, and due date → Oral Health services, including Oral Health Only clients, must be entered under the Maternal Health Episode, not "Oral Health" <p>Postpartum Only Visit Bundle</p> <ul style="list-style-type: none"> → Health Services Activities for all services billed (delete activities for services not billed) <p>Attach surveys to Complete Survey Activity</p> <ul style="list-style-type: none"> → Intake Survey → All Visits Survey → Discharge Survey → Oral Health Survey (Only if completed at the visit) → MH Dental Risk Assessment (only if completed at the visit) 	<p><u>Nursing Home Visit/Social Work Home Visit</u> <i>Use this when enrolling a client during a home visit</i></p> <p>Client Demographics</p> <ul style="list-style-type: none"> → Verify client isn't already in Signify → Create new contact → Enter demographic information <p>Maternal Health Episode</p> <ul style="list-style-type: none"> → Each pregnancy requires a new episode → Includes medical home status, program enrollment, and due date → Oral Health services, including Oral Health Only clients, must be entered under the Maternal Health Episode, not "Oral Health" <p>Home Visit Bundle</p> <ul style="list-style-type: none"> → Health Services Activity for Nursing Home Visit Service (S9123) → Delete activities that are not applicable (Admission, Complete Survey, or Discharge) <p>Attach surveys to Complete Survey Activity</p> <ul style="list-style-type: none"> → Intake Survey - first visit only → All Visits Survey → Oral Health Survey - first visit (or visit where dental health is addressed) and discharge only → Discharge Survey - discharge only → MH Dental Risk Assessment (only if completed at the visit)
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<p><u>Oral Health Services</u> <i>Each client in tier 2 counties should receive oral health services</i></p> <p>Client demographics:</p> <ul style="list-style-type: none"> → Verify client isn't already in Signify → Create new contact → Enter demographic information <p>Maternal Health Episode</p> <ul style="list-style-type: none"> → Each pregnancy requires a new episode → Includes medical home status, program enrollment, and due date → Oral Health services, including Oral Health Only clients, must be entered under the Maternal Health Episode, not "Oral Health" <p>Complete Survey Activity</p> <ul style="list-style-type: none"> → <i>Attach Oral Health Survey</i> <p>Dental activity (per dental service)</p> <ul style="list-style-type: none"> → *Quantity (only if providing sealants) → *Diagnosis (only if providing sealants) → <i>Attach Maternal Health Dental Risk Assessment Survey</i> (if providing an oral screen and risk assessment) 	<p><u>Oral Health Only</u> <i>Each client in tier 2 counties should receive oral health services</i></p> <p>Client demographics:</p> <ul style="list-style-type: none"> → Verify client isn't already in Signify → Create new contact → Enter demographic information <p>Maternal Health Episode</p> <ul style="list-style-type: none"> → Each pregnancy requires a new episode → Includes medical home status, program enrollment, and due date → Oral Health services, including Oral Health Only clients, must be entered under the Maternal Health Episode, not "Oral Health" <p>Complete Survey Activity</p> <ul style="list-style-type: none"> → <i>Attach Oral Health Survey</i> <p>Dental activity (per dental service)</p> <ul style="list-style-type: none"> → *Quantity (only if providing sealants) → *Diagnosis (only if providing sealants) → <i>Attach Maternal Health Dental Risk Assessment Survey</i> (if providing an oral screen and risk assessment) 	
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