

Recert/ F2F Report

- Reports are accessible through desktop web login & in the mobile app on tablet or phone
 - You may need permission to run hospice reports in the 360° tab. To add or edit permissions, speak with your administrator.

Plan for upcoming face to faces by:

1. Outlining the due dates and time frames for completion of the face to faces
2. Easily identify which patients will need face to face visits thru easy sort by benefit period and hospice insurance coverage
 - Ensure compliance with completion of the Face-to-Face documentation by the hospice physician or hospice nurse practitioner within the required regulatory time frame
 - Plan for and ensure compliance of RNCM completion of nurse recertification documentation within 30 days prior to a patient's recertification date

Track and ensure compliance of initial certifications including:

1. Verbal Physician certification received by the Hospice RN from both the Hospice physician as well as the patient's attending physician within the required regulatory timeframe
2. Written physician certification documented by the both the Hospice physician as well as the patient's attending physician as required prior to claims submission

Recert/F2F Report Step 1 - Navigate to 360° Reporting Section

Dashboards

HIS

- [HIS Dashboard](#)
Use this to create or export Hospice Item Set ("HIS") forms for transmission to CMS

IDG

- [IDG Dashboard](#)
Use this for reviewing relevant IDG information, creating IDG meeting agendas, and as a dashboard for managing IDG updates.

CAHPS

- [CAHPS Data](#)
Use this for reviewing and sending decedent and discharge data to comply with CAHPS Hospice Survey requirements from CMS

Reports

Chart Auditing

- [Admission Audit Report](#)
This report shows the status of several documents required on admission. Indicators are shown if any documents are late or incomplete. Filter by patient or admission date range.
- [Assignment Forms Report](#)
This report shows the presence of hospice aide or homemaker assignment forms for each patient. All updates to these forms are listed with the amount of days between each update. Filter by patient or admission date range.
- [Discharge Report](#)
Find all patients that have expired, revoked, discharged within a specific date range and verify that the required documentation for that status is present in the chart.
- [DNR Report](#)
See which patients have a DNR designation in the Intake section and verify whether an accompanying DNR form has been included in their chart.
- [IDG Update Report](#)
- [Medication Report](#)
- [Unfinished Forms Report](#)
See a listing of all forms that are unfinished or awaiting verification. View entire office, by patient chart, or by a specific employee.
- [Bereavement CQI Report](#)
This report lists all Bereavement documents that have been filed.
- [Care Plan Update Report](#)

Monthly Activity

- [Monthly Activity Report](#)
This report shows aggregates and totals of several key statistics for every month in a selected year along with other key pieces of information (employment, volunteers, bereavement). Note: for those pieces of information not tracked by the system, a blank box is displayed.
- [Monthly Admission Details Report](#)
This report shows several different views into admissions and admitted patients for a selected month (total admissions, transfers, discharges, deaths, revocations, palliative admissions, NCLOS > 6 mos.).
- [Monthly Daily Census Details Report](#)
This report shows several different views into daily census information for a selected month (all census days, all census days with continuous care, respite care or inpatient care).

Patient Information

- [Hospice Patient Report](#)
- [Recert Face to Face Report](#)
- [Trend Report](#)
This report provides information on the trending and historical values from multiple documents in a patient chart. Information is displayed in tabular and

Recert/F2F Report Step 2 - Run the Report

Your Hospice Agency Home Patients Tasks 360° More Office: North

Start Date: 12/1/2019 End Date: 5/5/2020

Patient Status: All Payer Types: All

1 Find | Next

Recert/Face to Face 12/1/2019 - 5/5/2020 1 of 1

Your Hospice Agency

Admitted (Hospice)

Discharged (Hospice)

View Report

1. Select your dates
2. Select PT Status & Payer Types
3. Click View Report

Recertification/Face to Face Report

12/1/2019 - 5/5/2020
North Office

Cert Periods Shown: 37

Patient Name	Admission Date	Current Status	Primary Payer	Secondary Payer	Cert Due Date	Upcoming Cert Period	Face to Face Period	Completed/Uploaded Documents on File			
								Face to Face	Written Certification	Verbal Certification	Nurse Recertification (Case Manager)
BELLAMY, SAMANTHA	1/5/2018	Admitted (Hospice)	Illinois Public Aid		1/9/2020	1/7/2020 - 3/6/2020 (60 Days)	12/8/2019 - 1/7/2020				(GOLDMEIER, DANIEL)
BELLAMY, SAMANTHA	1/5/2018	Admitted (Hospice)	Illinois Public Aid		3/9/2020	3/7/2020 - 5/5/2020 (60 Days)	2/6/2020 - 3/7/2020				(GOLDMEIER, DANIEL)
DEEN, JAMIE	10/2/2019	Admitted (Hospice)	Palmetto GBA		1/29/2020	1/27/2020 - 3/26/2020 (60 Days)	12/28/2019 - 1/27/2020				(GOLDMEIER, DANIEL)
DEEN, JAMIE	10/2/2019	Admitted (Hospice)	Palmetto GBA		3/29/2020	3/27/2020 - 5/25/2020 (60 Days)	2/26/2020 - 3/27/2020	3/18/2020			(GOLDMEIER, DANIEL)
DOE, JANE	1/2/2019	Admitted (Hospice)	CGS		12/30/2019	12/28/2019 - 2/25/2020 (60 Days)	11/28/2019 - 12/28/2019				(GOLDMEIER, DANIEL)
DOE, JANE	1/2/2019	Admitted (Hospice)	CGS		2/28/2020	2/26/2020 - 4/25/2020 (60 Days)	1/27/2020 - 2/26/2020				(GOLDMEIER, DANIEL)
DOE, JANE	1/2/2019	Admitted (Hospice)	CGS		4/28/2020	4/26/2020 - 6/24/2020 (60 Days)	3/27/2020 - 4/26/2020				(GOLDMEIER, DANIEL)
DRAKE, FRANCINE JENN	2/7/2019	Admitted (Hospice)	Palmetto GBA		12/6/2019	12/4/2019 - 2/1/2020 (60 Days)	11/4/2019 - 12/4/2019				(SANTOS, ERICA)
DRAKE, FRANCINE JENN	2/7/2019	Admitted (Hospice)	Palmetto GBA		2/4/2020	2/2/2020 - 4/1/2020 (60 Days)	1/3/2020 - 2/2/2020				(SANTOS, ERICA)
DRAKE, FRANCINE JENN	2/7/2019	Admitted (Hospice)	Palmetto GBA		4/4/2020	4/2/2020 - 5/31/2020 (60 Days)	3/3/2020 - 4/2/2020				(SANTOS, ERICA)
HAWKINS, BASIL	12/8/2018	Admitted (Hospice)	Captain James A. Lovell Federal Health Care Center	Palmetto GBA	12/7/2019	12/5/2019 - 2/2/2020 (60 Days)	11/5/2019 - 12/5/2019				(WARTHAM, JOHNATHAN)
HAWKINS, BASIL	12/8/2018	Admitted (Hospice)	Captain James A. Lovell Federal Health Care Center	Palmetto GBA	2/5/2020	2/3/2020 - 4/2/2020 (60 Days)	1/4/2020 - 2/3/2020				(WARTHAM, JOHNATHAN)

Recert/F2F Report Step 3 - EZ Report Export

1. Click the save disk image
2. Select format

Your Hospice Agency
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Home Patients Tasks 360° More

Start Date: 1/1/2020 End Date: 5/5/2020
Patient Status: All Payer Types: All

1 of 1 Find | Next

Recert/Face to Face Report
1/1/2020 - 5/5/2020
Your Hospice Agency - North
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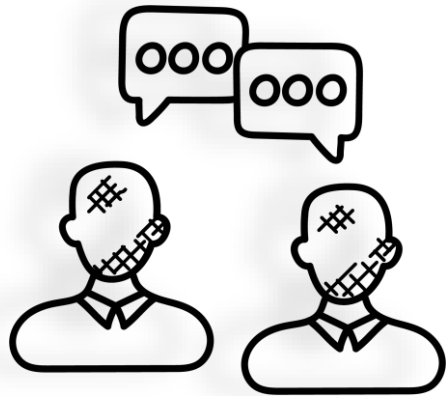
Recertification/Face to Face Report
1/1/2020 - 5/5/2020
North Office

Cert Periods Shown: 31

Completed/Uploaded Do

Patient Name	Admission Date	Current Status	Primary Payer	Secondary Payer	Cert Due Date	Upcoming Cert Period	Face to Face Period	Face to Face	Written Certification	Verbal C
BELLAMY, SAMANTHA	1/5/2018	Admitted (Hospice)	Illinois Public Aid		1/9/2020	1/7/2020 - 3/6/2020 (80 Days)	12/8/2019 - 1/7/2020			
BELLAMY, SAMANTHA	1/5/2018	Admitted (Hospice)	Illinois Public Aid		3/9/2020	3/7/2020 - 5/5/2020 (80 Days)	2/6/2020 - 3/7/2020			
DEEN, JAMIE	10/2/2019	Admitted (Hospice)	Palmetto GBA		1/29/2020	1/27/2020 - 3/26/2020 (80 Days)	12/28/2019 - 1/27/2020			
DEEN, JAMIE	10/2/2019	Admitted (Hospice)	Palmetto GBA		3/29/2020	3/27/2020 - 5/25/2020 (80 Days)	2/26/2020 - 3/27/2020	3/18/2020		
DOE, JANE	1/2/2019	Admitted (Hospice)	CGS		2/28/2020	2/26/2020 - 4/25/2020 (80 Days)	1/27/2020 - 2/26/2020			
DOE, JANE	1/2/2019	Admitted (Hospice)	CGS		4/28/2020	4/26/2020 - 6/24/2020 (80 Days)	3/27/2020 - 4/26/2020			
DRAKE, FRANCINE JENN	2/7/2019	Admitted (Hospice)	Palmetto GBA		2/4/2020	2/2/2020 - 4/1/2020 (80 Days)	1/3/2020 - 2/2/2020			
DRAKE, FRANCINE JENN	2/7/2019	Admitted (Hospice)	Palmetto GBA		4/4/2020	4/2/2020 - 5/31/2020 (80 Days)	3/3/2020 - 4/2/2020			

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 - <https://www.hospicetools.com/demo/>