



**IPA Medical Management Audit Tool 2010  
Care Management File Review Worksheet**

IPA: \_\_\_\_\_ Reviewed by: \_\_\_\_\_ Review Date: \_\_\_\_\_

**INSTRUCTIONS:** Randomly select Care Management files from the CM logs maintained by the PMG/IPA. Each file will be reviewed using the elements below and noted as follows: "2" yes the information is present, "1" for partial information, "0" if the information is not present, and "N/A" if the information is not applicable to the file.

	1	2	3	4	5	6	7	8	9	10
Member Name										
IEHP ID# or DOB										
Date Case Opened (or Referred to Waiver, CCS)										
Case Closure Date										
Care Plan documented										
Care Plan Sent to PCP										
Diagnosis noted										
Problem(s) / Issues Identified										
Goal(s) Identified										
Interventions documented or noted										
Communication w/ Member documented										
Case outcome / Tx of Care documented										
Totals by File:										

<b>Total Compliant</b>	=		=	<b>Total Compliance</b>	<b>90%</b>	= full score 2
<b>Total Audited</b>	=				<b>89-80%</b>	= score 1
					<b>Less than 79%</b>	= score 0