



INLAND EMPIRE HEALTH PLAN

## Historical Data Submissions Guide

The **Historical Data** submission process is for visits, procedures or services that will close quality gaps in care as reflected on the Preventative Care Rosters and that *cannot* be submitted via claims or encounters (e.g. services received prior to IEHP Membership, historical surgical procedures, etc.).

**Any medical records submitted without appropriate proof of service documentation or medical records that do not include Member name, DOB and date of service will NOT be processed.**


Lab/radiology results for Members active with IEHP on the date of the test from the following sources do not require submission as IEHP receives this information directly:

• LabCorp	• RadNet	• Quest
• Loma Linda	• ARMC	• RUHS

### Monthly Submission Status Report:

A monthly status report is sent to the to the **Provider Fax Number** on record at IEHP for the previous month’s submissions. **For example:** The monthly status report sent on February 25<sup>th</sup> includes all Provider submissions received by IEHP during the month of January.

### Recommended Actions for Providers:

1. **Submissions of Historical Data through the Provider Portal will ensure timely processing.**  
**NOTE: Historical Data submissions are no longer supported via Rightfax effective 2/1/22.**
  - a. Provider Portal Entry instructions and tutorial video are available at:  
<https://providers.iehp.org> > P4P > P4P Resources
2. Review regularly the secure **IEHP Preventive Care Rosters** at <https://providers.iehp.org> to confirm data has been received by IEHP and has a status of “compliant.” A green checkmark  indicates that IEHP has received records confirming the Member has completed the needed screening, lab, or immunization.
3. Prior to submitting data using the Historical Data process, review the **Preventive Care Rosters** on the IEHP Provider Portal to confirm IEHP has NOT received the data previously. **Duplicate submissions may ultimately be rejected or disregarded** and may impact turnaround time for processing of valid submissions.
4. **Please allow up to 4 months (120 days) processing time, from the date of submission, for data submitted via claims/encounters, lab results, or the Historical Supplemental Data process to reflect on the secure IEHP Provider Portal Preventive Care Rosters** at <https://providers.iehp.org>.
5. If data was submitted by your office and is not reflected on the IEHP Preventive Care Rosters as expected **and** it has been more than **4 months (120 days)** since the original date of service, please **provide specific examples to your assigned Provider Services Representative** for the IEHP team to research. Please include: Member IEHP ID, DOS, date of submission and measure requested, to IEHP for review and include Provider information (Provider name, fax number and NPI).



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The following is a list of Measures accepted via the Portal Process for Historical Data:

- **Breast Cancer Screening**
  - Mammogram
  - History of Mastectomy
  
- **Cervical Cancer Screening**
  - Pap or HPV Testing
  - History of Total/ Complete Hysterectomy
  
- **Depression Screening for Adolescents and Adults**
  - Depression Screening
  - Depression Screening Result
  
- **Complete Diabetes Care**
  - HbA1c results
  - Dilated Retinal Exam with Result
  
- **Wellness Visits**
  - Well Child Visits in the First 30 months of Life
  - Well Child Visit 3-21 Years of Age
  - Weight Assessment and Counseling for Nutritional and Physical Activity
  - Initial Health Assessment
  - Immunizations
    - Note: Immunizations submitted through the CAIR2 website (<https://cair.cdph.ca.gov>) do not require Historical Data Submission
  
- **Group A Streptococcus (Strep) Test – Throat**
  
- **Colorectal Cancer Screening**
  - Colonoscopy
  - History of Colon Cancer
  
- **Chlamydia Screening in Women**
  
- **Prenatal Care Visit in the First Trimester**