**Bayou Health Reporting**

**Report Information**

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Template

**Information to be completed by the Dental Plan**

Dental Plan ID: [Dental Plan ID]

Dental Plan Name: [Dental Plan Name]

Dental Plan Contact:

Dental Plan Contact Email:

Report Period Start Date:

Report Period End Date:

Date Completed:

*(This plan can be submitted in any format. However, this document must be completed and submitted with the required plan)*

**Definitions and Instructions:**

Dental Record Review Strategy

The Dental Plan shall maintain a written strategy for conducting Dental record reviews, reporting results and the corrective action process. The strategy shall be provided within thirty (30) days from the date the Contract is signed and annually thereafter. The strategy shall include, at a minimum, the following:

* Designated staff to perform this duty;
* The method of case selection;
* The anticipated number of reviews by practice site;
* The tool the Dental Plan shall use to review each site; and
* How the Dental Plan shall link the information compiled during the review to other Dental Plan functions (e.g. QI, credentialing, peer review, etc.)

The standards, which shall include all medical record documentation requirements addressed in the Contract, shall be distributed to all providers.

The Dental Plan shall conduct reviews at all PCD sites with fifty (50) or more linked members and practice sites which include both individual offices and large group facilities. The Dental Plan shall review each site at least one (1) time during each two (2) year period.

The Dental Plan shall review a reasonable number of records at each site to determine compliance. Five (5) to ten (10) records per site is a generally accepted target, though additional reviews shall be completed for large group practices or when additional data is necessary in specific instances.

The Dental Plan shall report the results of all dental record reviews to DHH quarterly with an annual summary.

**RFP Reference: Utilization Management**