

**Puerto Rico ABCD Screening “Creciendo Juntos” Project
CHART REVIEW PROCESS**

Chart Selection:

List of the children who are eligible¹ for the ABCD Screening project “Creciendo Juntos” and who are enrolled in the site (IPA’s: Castañer, Culebra and Vieques) were requested from Puerto Rico Health Insurance Administration (PRHIA) to the Managed Care Organization (Triple C, MCS-HMO, COSVI)of the region. The MCO’s underwriting office prepared the list and submitted a copy for the PRHIA and the Medical Directors of the sites.

Age Stratification:

Based on the number of children enrolled in each site, The PRHIA decided to select a total of 20 charts stratified by age both at baseline and post-implementation of ABCD Screening Project “Creciendo Juntos” (for a total of 120 charts). If the number of children that qualify for the screening process is below 120, then the sample will be the universe. The age stratification was based on the age intervals of the instrument used for the developmental screening (ASQ questionnaire). These age ranges are:

Number of charts by age

9 to 10 months	20
17 to 18 months	20
23 to 24 months	20
35 to 36 months	20
47 to 48 months	20
59 to 60 months	20
Total sample	120

Instructions for Chart Review Log Sheet

- Site Name: Enter the name of the practice _____
- Patient Log #: Enter patient’s member number _____
- Date of Birth: Enter child’s birth date (date/month/year) _____
- Patients age in months: Age, in months, of patient whose chart is being reviewed (*round to the nearest whole month*) _____
- Reviewer Name: Name of MCO personnel auditing _____
- Date of Review: Enter the Date that chart abstraction is performed (date/month/year) _____
- PCP Name: Enter the name of the provider performing the screening _____

¹ Children enrolled in Medicaid and in the following age categories: children age 9 to 10 months, children age 17 to 18 months, children age 23 to 24 months, children age 35 to 36 months, children age 47 to 48 months, children age 59 to 60 months.

Services Components being Audit: Each item is answered in a Yes, No, N/A category.

	Yes	No	N/A
Comprehensive Initial History: Does the chart present a initial health history or assessment?			
Comprehensive Physical Exam: Does the chart present a documented well child visit?			
Documented Growth Chart: Does the chart present a updated growth chart?			
Documented Immunizations administrated: Does the chart present a updated in immunizations?			
Developmental Screening with Ages & Stages Questionnaire: Is there a ASQ summary page in the chart?			
Age appropriate components discussed: Is the evidence of health education discussed with parents			
Referral to Department of Health Pediatric Centers: Is there any evidence of referral to the Department of Health Pediatric Centers if ASQ punctuation is below cut off point in two or more areas?			