

Patient Name: _____ DOB: _____

Date of Face-to-Face (F2F) Examination: _____ (must be within 30 days prior to Date of Order)

Diagnosis Code(s) supporting need for oxygen: _____
(Pneumonia or Hypoxemia alone are not covered per Medicare guidelines)

Alternative treatment measures considered/tried and deemed ineffective: _____

Oxygen Saturation Testing Information – MUST BE WITHIN 30 DAYS PRIOR TO DATE OF ORDER

Date of test: _____ Test done at: Home Hospital Facility

◆ Test results and alternative treatment documented in progress note in patient medical record? Yes

Test performed during: Outpatient chronic stable state Inpatient within 2 days of discharge

❖ Test Results (Standard Qualification is $\leq 88\%$ arterial O₂, or PO₂ 55 mm Hg or less)

- At rest on room air (awake): _____ If qualifies here, no further testing required
- If does not qualify at rest but has shortness of breath with activity, perform 3 tests at same session:
 1. At rest on room air: _____
 2. During exercise on room air: _____
 3. During exercise wearing oxygen: _____ (titrate liter flow up until sats show recovery)
- During sleep: _____ (Sats must drop below 88% for a combined total of at least 5 minutes)

Physician Order

Date of Order: _____ Length of Need: 3 months 12 months Lifetime

Method of Administration: Nasal Cannula Other: _____

- Continuous (delivers a constant, steady stream of oxygen)
- Pulse (delivers pulse dose of oxygen with each inhalation)

Liter Flow: _____ LPM at rest awake _____ hours per day
_____ LPM with activity _____ hours per day
_____ LPM at sleep _____ hours per day

If over 4 LPM, sats must be tested while on 4 LPM (or more) oxygen and documented in patient chart

Equipment (check appropriate system(s): Portable needs documentation in progress note that patient is mobile in home

- Concentrator
- Portable Concentrator (3 LPM or less, continuous flow or pulse)
- Portable Regulator, cart, tank and contents (1-5 LPM, continuous flow)
- Portable Homefill Unit (1-5 LPM or more, pulse)

Physician Signature: _____ Date: _____

Physician Name: (please print) _____ NPI: _____

*****Please attach copy of O₂ sat testing results and signed F2F progress note*****

Fax back to: 320-231-4941

Oxygen Order and Documentation Requirements

Medicare, along with other insurance providers, requires that a physician, NP, CNS or PA has had a Face-to-Face (F2F) examination with the patient that documents that the patient was evaluated and/or treated for a condition that supports the need for the prescribed equipment. The date of the F2F exam may be no older than 30 days prior to the order date.

A Five-Element Order (5EO) is also required; this cannot be completed until after the F2F exam, and must be received by the supplier prior to dispensing the equipment. This order must contain:

- Patient's name
- Date of the order
- Description of each item to be dispensed
- Ordering Practitioner's National Provider Identifier (NPI)
- Signature of ordering practitioner and signature date. Signature and date stamps are not allowed. Signatures must be legible and/or physician's name must also be printed

Patient Medical Records must contain documentation of the following:

1. The **Face-to-Face (F2F) examination**. This can be an inpatient admit H&P, discharge, progress note, or outpatient note.
2. **Diagnosis**: Medicare covers home oxygen for patients with:
 - **A severe lung disease**. Examples include COPD, diffuse interstitial lung disease, cystic fibrosis, bronchiectasis, and widespread pulmonary neoplasm; or
 - **Hypoxia-related symptoms or findings**. Examples include pulmonary hypertension, recurring CHF due to cor pulmonale, erythrocytosis, impairment of cognitive process, nocturnal restlessness, or morning headache.
3. **Documentation that alternative treatment measures have been considered or tried** but deemed ineffective. This could include inhalation medications and nebulizer treatments or inhalers that were prescribed but do not help the patient.
4. **Oxygen saturation testing**. Testing must occur within 2 days prior to discharge from an inpatient facility or 30 days prior to initial date of order for an outpatient. The patient must be in a chronic stable state and not during a period of acute illness or exacerbation of the underlying disease (i.e. not the emergency room).
 - ❖ Please document the date of the test, actual test performed and who completed the testing process.
 - ❖ Oxygen saturations may be tested:
 - **At Rest**: Test oxygen saturations on room air at rest (awake).
If arterial O₂ saturation **88% or lower, or arterial PO₂ of 55 mm Hg or less, no further testing is required**. This will qualify the patient for a concentrator and also portability. *If portability is ordered, there must be documentation in the medical record that the patient is mobile within their home.*
 - **With Activity (if sats above 88% at rest but drop during activity)**:
Three tests are performed at the same testing session:
 1. **At rest on room air**, and
 2. **During exercise on room air**, and
 3. **During exercise wearing oxygen** (to show recovery).If O₂ saturations taken during exercise on room air are 88% or lower, the patient will qualify for concentrator and portability. *There must be documentation in the medical record that patient is mobile within their home.*
 - **During Sleep** (overnight oximetry):
The patient's saturations must drop below 88% (arterial oxygen saturations) or 55 mm Hg (arterial PO₂) for a combined total of at least 5 minutes of the total testing time to qualify. If the patient qualifies during sleep, they are only eligible for a concentrator.
 - ❖ **If patient requires over 4 LPM, oxygen saturations must be tested while on oxygen at 4 LPM or more, and these results documented in the patient chart.**

Physicians who have patients with Medicare/Medicare replacement insurances are also required to complete a Certificate of Medical Necessity; this will be faxed to the doctor for completion once all qualifying documentation has been received.

Thank you for making Lake Region Home Medical Supply part of your healthcare team. Please call 218-332-5920 if any questions.