

## PROVIDER MEMO

**To:** Skilled Nursing Facilities  
**From:** Sandra Carlson, RN  
Director, Medical Management  
**Date:** September 12, 2018  
**Subject:** Signatures Required on Physician Orders

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Dear Provider:

This memo is a follow up to the provider memo distributed on 08/31/18 about physician signatures. Santa Clara Family Health Plan (SCFHP) would like to clarify that a clinician's signature is required on Physician Orders. Current care plans must also be submitted for all authorization requests. **However, a clinician's signature is NOT required on the care plan for the purpose of an SCFHP authorization determination.**

The following clinicians may sign a Physician Order:

1. MD that originally ordered the services
2. MD covering for the MD that originally ordered the services
3. Nurse Practitioner or Physician Assistant supervised by the ordering or covering MD
4. Medical Director for SNF, if any of the above not available

SCFHP will be conducting additional monitoring to ensure compliance with this requirement. If a request is received without a clinician's signature on the physician orders, SCFHP will contact the facility for necessary documentation. Failure to provide documentation will result in denial of the request. Please forward this information to all appropriate staff at your facility. If you have questions, call our Utilization Management department at 408-874-1821.

Thank you for your continued partnership and the care you provide to our members.