### PURPOSE

To define the process for completion of the 60-day summary of patient care.

### POLICY

A 60-day summary will be completed for each patient at the end of the episode when the patient will be recertified. The summary will be forwarded to all physicians involved in the patient’s care.

### PROCEDURE

1. Upon determination that a patient requires ongoing care and will be recertified for an additional episode of care, the patient’s Case Manager will complete a 60-day summary.
2. Information required in the 60-day summary report to the physician may include:
   1. Reason for admission or last recertification, as applicable
   2. A summary of care and treatments/procedures provided
   3. A summary of the patient’s response to treatment
   4. A summary of changes to the plan of care
   5. Why recertification for ongoing care is necessary
3. A copy of the 60-day summary report will be retained in the clinical record.