Clinical Information Summary Sheet

There are six available versions of the Clinical Information Summary Sheets. There are three versions available for Physical and Occupational therapy; one is for reporting findings related to an **Orthopedic** condition, one is for **Neurologic** conditions, and one is for **Pediatric** cases. For pediatric patients presenting with an orthopedic condition, please use the CISS Orthopedic form. Athletic trainers will also use the **Orthopedic** form when treating and reporting on sports-related injury or condition. There are three versions for Speech Therapy clinical findings and include one for **Speech/Language/Cognitive** disorders, one for **Dysphagia**, and one for **Continuing Care** of ST services. The purpose of the Clinical Information Summary Sheet is to document the pertinent clinical findings that contribute to the formulation of the member's diagnosis and treatment plan. It is the standard tool you may use to communicate with the Peer Clinical Quality Evaluators (CQE) when submitting treatment/services for verification of Medical Necessity. This tool is a summary, does not constitute a complete or adequate record, and should not be used as your primary history and evaluation form.

The Clinical Information Summary Sheet may be used for:

- 1. Documenting findings from an initial evaluation, re-evaluations and/or assessments
- 2. Documenting a patient's clinical findings if they suffer a new injury/condition
- 3. Documenting a patient's clinical findings if continuing care is necessary or the Member is not progressing as expected

The following are general guidelines for completing the Clinical Information Summary Sheet.

Section I: Historical Information

In this section list each Chief Complaint, the date each complaint began (or if the date is unknown use a descriptor such as "gradual", "insidious", or "unknown"), the cause / mechanism of injury (how each complaint began), and the Stage and Nature of the condition.

Section II: Clinical Information

This section allows you to report what you found in your evaluation, reevaluation or assessment. The findings will vary depending on the treating practitioner's specialty and the condition the therapy is treating. PTs and OTs should choose the appropriate form as described above based on the patient diagnosis and age. SLPs should use either the **Speech/Language/Cognitive** or **Dysphagia Summary Sheets** for Evaluations and Reevaluations or speech/language/cognitive or swallowing disorders. The Speech **Continuing Care Summary Sheet** is used for submission of updated findings for conditions that need continuing care. Athletic trainers will use the **Orthopedic** form when treating and reporting on a sports-related injury or condition. Forms are available for practitioners to submit objective findings or any pertinent clinical information to support interventions/care needed. Examples of clinical findings may include but not limited to: 1) any range-of-motion findings as degrees or percent (%) limited, 2) comment on any pain or other pertinent findings associated with the motion in the "Comments" section, 3) any pertinent orthopedic, neurologic, pediatric, speech, language or swallowing findings, 4) clinical assessment or updated goals. Be sure to be specific regarding the finding. For example, do not merely state a test was positive. A finding reported as "positive" is not meaningful without a description of the side on which the finding was noted and the location and character of the symptom produced.

Section III: Outcome Assessments

In this section, list an appropriate type of outcome assessment tool for the patient's condition. If this is your initial assessment, list the score obtained. If this is ongoing care, please provide both the initial score and the current score. We have specifically listed the most commonly used tools. List any other tools by name and score in the "Other" section.

Additional Comments

Please do not hesitate to provide any additional information you feel is important for us to know regarding the patient's condition that will aid us in making a medical necessity determination.

Clinical Information Summary Sheet PT OT AT - New or Continuing Care for ORTHOPEDIC conditions Practitioner Patient Patient I. Date of Onset/Exacerbation_____ Initial Start care (mm/dd/yyyy) for this condition_____ Chief Complaint(s)_____ Cause of Current Episode: Traumatic Repetitive Unknown Post-Surgical (date/type) ☐ Acute ☐ Sub-acute Stage of Condition Chronic Nature of Condition ☐ Initial Occurrence Exacerbation Recurrent / Chronic II. Vital Signs Height Weight Blood Pressure Area/Joint Active ROM Passive ROM Strength Mobility Pain End Feel R/L(Degrees) R/L (Degrees) R/L (0-5) (0-6, 3=NL)(Level/Location) Movement **Pertinent Evaluation Findings** (Please include location and intensity of findings and note any significant progress) Pt's Goals, Functional Limitations & Planned Interventions Medical /Social Hx &/or Co-Morbidities (that may affect recovery)______ III. OUTCOME ASSESSMENTS (List both Initial / Current date(s) and score(s) as applicable) Initial List Date Obtained Current Initial **List Date Obtained** Current (mm/dd/yyyy) (mm/dd/yyyy) ROLAND-MORRIS NECK INDEX (NDI) OSWESTRY OPTIMAL SCORE LEFS (LE) score FOTO Other (name and score): DASH (UE) score ADD'L. COMMENTS Signature of treating practitioner (Required) Date

Practitioners are encouraged to submit additional information as necessary to support the interventions / care submitted

Clinical Information Summary Sheet

☐ PT ☐ OT - New or Continuing C	Care for NEURO conditions
Practitioner	Patient
I. Date of Onset/Exacerbation	
Cause: Traumatic Repetitive Unknown	
Stage of Condition	Chronic
Nature of Condition	cerbation
II. Vital Signs Height Weight Blood Cognitive / Perceptual Intact Impairment: Mi Communication Verbal Non-Verbal Una Relies on primary care giver for com	ble to Communicate
Mobility: Ambulation / Gait Pattern	Mypoto Ataxic Spastic
Balance/Coordination: Normal Deficits in the followatic Position Good Fair Dynamic Position Good Fair Activities of Daily Living Independent Deficits in the followatic Position Position Deficits in the followatic Position Deficits Position Deficits In the followatic Position Deficits Position Defici	owing: Poor Zero Poor Zero
Task	
Sensation: Intact Impaired Absent Location Edema None Edema in the following location +1 minimal (<.5cm) 2+ mild (.5cm) 3+ mo	cation
III. OUTCOME ASSESSMENTS (List both Initial / Curre Initial List Date Obtained Current (mm/dd/yyyy) TUG score Berg Balance score Other (name/score)	Initial List Date Obtained Current (mm/dd/yyyy) Peabody score DASH score LEFS (LE) score
ADD'L. COMMENTS If you are treating this member for an Autism Spectrum Disorder	
the box below: I am following state-specific rules and regulations of the star	te mandate for Autism Spectrum Disorder (ASD).
Signature of treating practitioner (Required)	Date cessary to support the interventions / care submitted

Clinical Information Summary Sheet **PT-OT** - New or Continuing Care for **PEDIATRIC** conditions

Date of Onset		Pa		
	/ Medical Diagnosis	Chief	Complaint(s)	
0	(F'		Desired (Desired)	
Cause of Curr	rent Episode I rau	matic U Congenital Unknown	Post-Surgical (Date/Type)	
		tions during pregnancy Complic	_Estimated duration	
		· · · · · ·	• • •	
Behavior/Cog	initive Status Alert	Cooperative Responsive	Confused Uncooperative Im	pulsive
Combative	Unresponsive			
Communication	on Verbal No		te Relies on primary care giver	
communication	n needs		yes, name of school:	
Educational Le	evel;Current	ly attending school? ∐Yes ∐No If y	yes, name of school:	
Developmenta	al Milestones:			
			1 1 10 11 11	
			ulation/Gait Pattern	
Static Position		Jood	eelchair/Assistive device:	
Dynamic Posit	ion [] (Good	nsfers:Location:	
		Muscle Tone:	Location:	
	=		eficits in the following:	
			sist 🔲 Max assist Goal:	
			sist 🗌 Max assist Goal :	
			icits in the following:	
Activity		☐ CG/CS ☐ Min assist ☐ M	od assist 🗌 Max assist Goal :	
Activity		☐ CG/CS ☐ Min assist ☐ M	od assist 🔲 Max assist Goal :	
			the following:	
			o Goal:	
Activity:		☐ Good ☐ Fair ☐ Poor ☐ Zer	o Goal:	
Summary of C	Clinical Findings/Fun	ctional Progress		
	Co-Marbidities (that	man affact recovery		
E				
Functional Li				
Functional Li				
-unctional Li				
	mitations & Planned I	Interventions, including Goals		
	mitations & Planned I	Interventions, including Goals oth Initial / Current date(s) and sc		
OUTCOME AS	mitations & Planned I	oth Initial / Current date(s) and sc	ore(s) as applicable)	
OUTCOME AS	mitations & Planned I	oth Initial / Current date(s) and sc	ore(s) as applicable) nitial	
OUTCOME AS	SSESSMENTS (List b List Date Obtained (mm/dd/yyyy)	oth Initial / Current date(s) and sc	ore(s) as applicable) Initial List Date Obtained (mm/dd/yyyy) Peabody score	
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OUTCOME AS Initial	SSESSMENTS (List b List Date Obtained (mm/dd/yyyy) BSID III Other (name and sc	oth Initial / Current date(s) and sc Current I	ore(s) as applicable) Initial List Date Obtained (mm/dd/yyyy) Peabody score GMQ/FMQ BOT	
OUTCOME AS Initial ADD'L. COM	SSESSMENTS (List b List Date Obtained (mm/dd/yyyy) BSID III Other (name and sc	oth Initial / Current date(s) and sc Current I	ore(s) as applicable) Initial List Date Obtained (mm/dd/yyyy) Peabody score GMQ/FMQ BOT	Current
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OUTCOME AS Initial ADD'L. COM	SSESSMENTS (List b List Date Obtained (mm/dd/yyyy) BSID III Other (name and sc	oth Initial / Current date(s) and sc Current I ore) r an Autism Spectrum Disorder (A	ore(s) as applicable) Initial List Date Obtained (mm/dd/yyyy) Peabody score GMQ/FMQ BOT	Current
OUTCOME AS Initial ADD'L. COM	SSESSMENTS (List b List Date Obtained (mm/dd/yyyy) BSID III Other (name and sc	oth Initial / Current date(s) and sc Current I ore) r an Autism Spectrum Disorder (A	ore(s) as applicable) Initial List Date Obtained (mm/dd/yyyy) Peabody score GMQ/FMQ BOT ASD), please attest to the following	Current

Clinical Information Summary Sheet ST – Evaluation or Re-evaluation for SPEECH/LANGUAGE/COGNITIVE conditions

Patient Name:	_ Diagnosis:	Practitioner Name:
Date of Onset	Chief Complaint(s)/Co	oncern(s)
Cause of Condition: ☐ Traumatic ☐ Congenital ☐	Unknown Stage of Cond	ition: ☐Mild ☐Moderate (Mod) ☐Severe
		ch/language treatment:
Estimated frequency of treatment (per week/month)	Estimated duration
Cognitive Status : ☐Alert ☐Cooperative ☐Responsi information ☐Combative ☐Unresponsive. Does patie	ve	ommands
Hearing Status : ☐WNL ☐Impaired. Hearing aids wo	orn □Yes □No Cochlear im	plant ☐Yes ☐No Type of impairment
Visual Status: ☐Normal ☐ Impaired: ☐Min ☐Mod [☐Severe Type of impairme	ent
Oral Motor Evaluation:		
LIPS: WNL WFL Impaired Mild Mod	Severe	etracts
		t maintain labial seal at rest? ☐Yes ☐No Drooling? ☐Yes ☐No
TONGUE: □WNL □WFL □ Impaired □Mild □M □ circle tongue around lips □lateralize to corners of r		ate to alveolar ridge
☐ tongue pops ☐ lateral pushes against tongue depre Dyskinesia present? ☐Yes ☐No If yes, specify degre	essor Observation : Symme	etry, range, speed, tone
JAW: ☐WNL ☐WFL ☐ Impaired ☐Mild ☐Mod ☐S	Severe	
Observation: Symmetry, range, speed, tone:	l	nvoluntary movement
$\textbf{SOFT PALATE:} \ \square \ \textbf{WNL} \ \square \ \textbf{WFL} \ \square \ \textbf{Mild} \ \square \ \textbf{Mod} \ \square \ \vdots$	Severe Observation:	
Symmetry, range, speed, tone:	Involuntary	movement
Add'l Comments/Assessment		
□APRAXIA Area affected: □lips □tongue □jaw □]soft palate Severity: ☐N	Mild ☐Mod ☐Severe
□DYSARTHIA Area affected: □lips □tongue Se	verity: Mild Mod Se	evere
Voice: ☐WFL ☐Dysphonia ☐Aphonia Severity: ☐]Mild □Mod □Severe	ENT Eval: ☐Yes ☐No
(Date/Results)		
Quality: WFL Impaired breathy hoarse	☐harsh ☐hypernasal ☐hy	rponasal □strained-strangled
Add'l Comments/Assessment		
Max Duration of "ah"seconds Impaired:	☐Mild ☐Mod ☐Severe (Consistent volume? ☐Yes ☐No
Volume : ☐WNL ☐WFL ☐Impaired Type/Deg of Im	pairment with: single word	ds%
Add'l Comments/Assessment		
□ DIADOCHOKINETICS: □WNL □ Labored □ O	ther □pa □ta	□ka □pataka □a oo ee □mommy baby daddy
SPEECH: WNL Impaired. If Impaired, % of Intel	lligibility: Syllable% W	ord% Phrase% Conversation%
Add'l Comments/Assessment		
Fluency: Yes No Type/Degree of Dysfluency:	☐Min ☐Mod ☐Severe _	% of blocks% of prolongations
% phrase repetitions% whole word rep	etitions% syllable	e repetitions% of sound repetitions
Add'l symptoms/findings (ie. facial/body movements)_		
LANGUAGE(Spoken):		
Comprehension: ☐WFL ☐Impaired ☐Mild ☐Mod Multi-step command ☐Yes ☐No Understanding cor Add'l Comments/Assessment	nversation Yes No Ca	an pt take turns in conversation independently? ☐Yes ☐No
Expression: WNL Impaired, Severity: Min	Mod □Severe □ repetition	on 🔲 automatic speech 🔲 confrontation naming
☐Production (words, phrases, sentences) ☐Narrativ	e (storytelling, picture descr	iption) Describe any impaired findings

Patient Name: Diagnosis: Practitioner Name:					
LANGUAGE (Written): WNL WFL Impaired. If impaired, degree of impairment					
Use of keyboard? ☐Yes ☐No AAC device used? ☐Yes [☐No If yes, list which on	e			
Reading: WNL Impaired Describe impairments/finding	IS				
Understands simple written items ☐WNL ☐Impaired Descri	be impairments/findings_				
Understands written language ☐WNL ☐Impaired Describe	mpairments/findings				
Functional Reading WNL Impaired Describe impairment	ts/findings				
$\textbf{COGNITIVE-COMMUNICATION: Attention} \ \square \textbf{WNL} \ \square \textbf{I}$	mpaired Memory WN	L ∐Impaired. If imp	aired, list areas of improve	ement needed	
Executive function WNL Impaired If impaired, list area	s of improvement needed				
Can pt manage his/her own household chores? ☐Yes ☐No	□N/A Add'l symptoms	findings			
Pragmatics ☐WNL ☐Impaired Describe any impaired find	lings				
Self-awareness WNL Impaired Describe any impaired	l findings				
Summary of Clinical Findings					
Functional Limitations & Planned Interventions, including	g Goals				
Med/Soc Hx /Co-Morbidities (that may affect recovery)					
OUTCOME ASSESSMENTS (List both Initial / Current dat	e(s) and score(s) as app	olicable and date of	otained)		
Initial Score Current	Initial Score Current Score Initial Score Current Score				
Assessment and Date and I		Assessment	and Date	and Date	
Fluency Severity		REEL			
Scale					
PICA		SPELT			
CELF		BDAE			
CASL		PPVT			
PLS		TOLD			
NOMS Scores:					
Motor					
Pragmatics	Other	name and score)			
Spoken Language					
Written Language					
Problem Solving					
ADD'L. COMMENTS					
If you are treating this member for an Autism Spectrum Disorder (ASD), please attest to the following by checking the box below. I am following state-specific rules and regulations of the state mandate for Autism Spectrum Disorder (ASD).					
				box below.	

Practitioners are encouraged to submit additional information as necessary to support the interventions / care submitted

Clinical Information Summary Sheet ST – Evaluation or Re-evaluation for DYSPHAGIA conditions

Patient Name:D	iagnosis:	Practitioner Name:_	
Date of Onset/Exacerbation_	Chief Complaint(s)		
Cause of Current Condition: ☐Traumatic ☐Congenital	☐Unknown Stage of	Condition: Mild M	oderate (Mod) ☐Severe
Nature of Condition:	erbation Recurrent	/ Chronic	
Mental Status: ☐Alert ☐Cooperative ☐Responsive ☐	Confused Uncooperat	ive Impulsive Leth	argic Combative Unresponsive
Capable of learning and/or retaining new information ☐Ye	s No if no, please expl	ain	
Hearing Status : ☐WNL ☐Impaired Hearing aids worn ☐]Yes □No Cochlear in	nplant □Yes □No Type	e of impairment
Visual Status: ☐Normal ☐Impaired ☐Min ☐Mod ☐	Severe Type of impairme	nt	
Voice: ☐WFL ☐Dysphonia ☐Aphonia Severity: ☐Mi	d □Mod □Severe	ENT Eval: ☐Yes ☐No	
(Date/Results)			
Quality: □WFL □Impaired □Breathy □Hoarse □	Harsh □Hypernasal □I	Hyponasal ☐Strained-st	trangled
Add'l Comments/Assessment			
Speech: ☐WNL ☐Impaired. If Impaired, % of Intelligibi			% Conversation%
Add'l Comments/Assessment			
ORAL PHASE FUNCTION: ☐WNL ☐WFL ☐Impair % teeth missing: ☐ Dentures present: ☐Yes ☐ N	•		•
Oral Motor, Respiration and Phonation:	o indicate what is preser	it Dobbeis Drowei C	Jr attiais
	word Observation: Syn	ametry range apped to	20.
LIPS: ☐WNL ☐WFL ☐ Impaired ☐Mild ☐Mod ☐Se TONGUE: ☐WNL ☐WFL ☐Impaired ☐Mild ☐Mod [_		
	_	Symmetry, range, speed	, tone
Dyskinesia present? Yes No If yes, specify degree_			-
JAW: WNL WFL Impaired Mild Mod Se	-		
SOFT PALATE: WNL WFL Mild Mod Severe			
Symmetry, range, speed, tone:			
Add'l Comments/Assessment			
Respiratory Sufficiency and Coordination WNL Impa			
Check off and give date if applies: Tracheostomy			
Diet texture prior to onset: Food			
Add'l Comments/Assessment			
Feeding Method: Independent Needs assistance, lev		Dependent	Endurance during feeding: WNL WFI
☐Impaired Degree of impairment			
Management of oral secretions: WNL WFL Impa			
Drooling?	=		
Pocketing? Yes No If yes, degree	=		a dist and/antimuid associatoraise it assumed
PHARYNGEAL PHASE FUNCTION: Aspiration (sign with			le diet and/or liquid consistencies it occurred
Volitional throat clear ☐Yes ☐No Volitional cough ☐Ye	es No Spontaneous th	nroat clear □Yes □No	
Testing: FEES/Videoswallow Study (MBSS) ☐No ☐Yes,			
Current Diet: Solid Textures Regular Mechanical	Soft □Puree □Liquids	☐Thin ☐Nectar ☐Ho	ney NPO Other
Add'l Comments/Assessment:		· · · · · · · · · · · · · · · · · · ·	<u> </u>
			if yes date
□NPO If NPO, alternative nutrition method: □NG tube			iterai nutrition

lings			rognosis:	r □Poor
lings				
ns & Planned Inte	erventions, including Goals	S		
ties (that may aff	ect recovery)			
TS (List both Initi	al / Current date(s) and sco	ore(s) as applicable and date	obtained)	
tial Score and Date	Current Score and Date	Assessment	Initial Score and Date	Current Score and Date
		MASA		
		PAIS		
		SAFE		
		TOSF		
		Other (list name and score)		
		<u> </u>	l	1
otitioner (Poquiro	d)		Date	
			SAFE TOSF Other (list name and score)	SAFE TOSF Other (list name and score)

Clinical Information Summary Sheet ST – CONTINUING CARE for SPEECH conditions

(Check one) ☐ Dysphagia ☐ Speech/Language/Cognitive

Patient Name	Diagnosis	Practitioner Name
Date of Onset/Exacerbation	Chief Comp	laint(s)
Initial Start of care (mm/dd/yyyy) for this condition: Transcript Cause of Current Condition: Transcript Mild Mod	aumatic	al Unknown
DATE OF MOST RECENT VISIT (m	m/dd/yyyy)	Response to care:
ASSESSMENT:		
Chief Complaints		
HAS THERE BEEN PROGESS OR Yes No. Explain		OTED TOWARDS INITIAL GOALS?
Tes Live, Explain		
FUNCTIONAL OUTCOME MEASUR	RE (include name a	nd score - initial and current)
HAVE THERE BEEN ATTEMPTS T Explain		DECREASE FREQUENCY OF CARE? No Yes,
HAS A HOME EXERCISE PROGRA		ECCOMENDATIONS BEEN PROVIDED? No
OBJECTIVES FOR CONTINUED C	ARE AND CURREN	IT GOALS
PATIENT/CAREGIVER EDUCATIO	N OR TRAININNG?	☐ Initiated ☐ Completed ☐ Other Explain
ESTIMATED DATE OF DISCHARG	E (mm/dd/yyyy)	
Signature of treating SLP (Require	d)	Date
		formation as necessary to support the interventions /

care submitted