



Texas Health Steps Checkup Documentation Requirements

All required checkup components must be documented in the medical record in order for the checkup to be considered complete and reimbursable. Incomplete checkups may be rejected for reimbursement or may be subject to recoupment.

A required component may be omitted from a checkup due to:

- The provider's assessment of a child's condition; for example, when an immunization is delayed because a child has a fever.
- Lack of patient cooperation.
- Parent's refusal to give consent.
- Previous diagnosis; for example, when a screening is not performed because a child has been diagnosed with a condition and is receiving treatment.

In such cases, documentation must include the rationale for the omission and a plan to complete the required component.

Previous results may be used to meet the checkup requirements if completed within:

- The preceding 30 days for children who are birth through 35 months.
- The preceding 90 days for children who are 3 through 20 years.

In such cases, documentation must contain the date(s) of the previous service, including:

- Reference to a previous visit by the same provider or
- Results obtained from another provider.

Texas Health Steps providers are required to participate in quality review activities, which include:

- Random chart review.
- Focused studies of Texas Health Steps medical checkup completeness.