

Evaluation & Management 2.0: 2021 E/M Guidelines for BUMG



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Definitions



Medical Decision Making determined by 2 of these 3 elements		
1)	2)	3)
Number and Complexity of Problems Addressed	Amount and/or Complexity of Data to be Reviewed and Analyzed	Risk of Complications and/or Morbidity or Mortality of Patient Management

1. Number and Complexity of **Problems Addressed**

Problem: A problem is a disease, condition, illness, injury, symptom, sign, finding, complaint, or other matter addressed at the encounter, with or without a diagnosis being established at the time of the encounter.

Problem addressed: A problem is addressed or managed when it is evaluated or treated at the encounter by the physician or other qualified health care professional reporting the service.

This includes consideration of further testing or treatment that may not be elected by virtue of risk/benefit analysis or patient/parent/guardian/surrogate choice.

WHAT DOES NOT COUNT AS A PROBLEM ADDRESSED AT THE ENCOUNTER?

- Notation in the patient’s medical record that another professional is managing the problem without additional assessment or care coordination documented **does not qualify as being ‘addressed’ or managed** by the physician or other qualified health care professional reporting the service.
- Referral without evaluation (by history, exam, or diagnostic study[ies]) or consideration of treatment **does not qualify as being addressed or managed** by the physician or other qualified health care professional reporting the service.

2) Amount and/or Complexity of **Data** to be Reviewed and Analyzed

Each unique **test, order or document** contributes to the **data** to be reviewed and analyzed.

Tests are imaging, laboratory, psychometric, or physiologic data. A clinical laboratory panel (e.g., basic metabolic panel [80047]) is a single test. The differentiation between single or multiple unique tests is defined in accordance with the CPT code set.

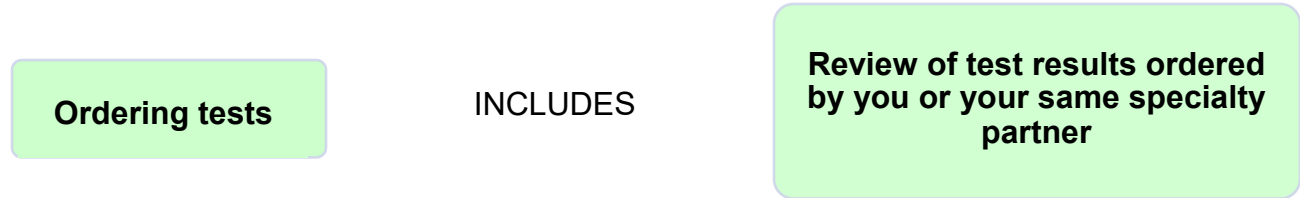
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Definitions



Tests (continued)

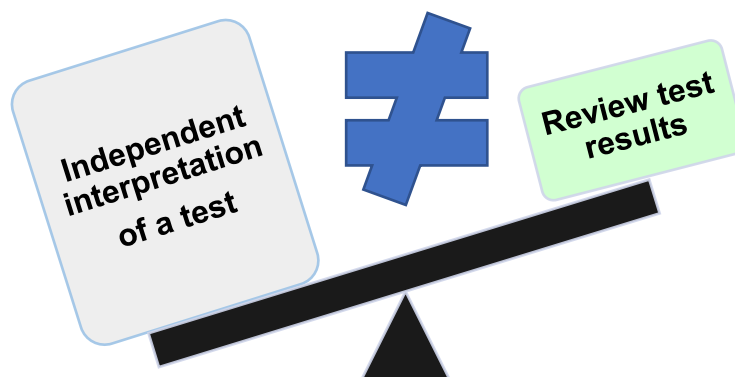
Ordering a test is included in the category of test result(s) and the review of the test result is part of the encounter and not a subsequent encounter.



Tests*: What happens when services are separately reported?

- The actual performance and/or interpretation of diagnostic tests/studies during a patient encounter **are not included in determining the levels of E/M services when reported separately.**
- If a test/study is independently interpreted to manage the patient as part of the E/M service, but is **not separately reported, it is part of medical decision-making.**
- Physician performance of diagnostic tests/studies for which specific CPT codes are available may be reported separately, in addition to the appropriate E/M code.

The physician's interpretation of the results of diagnostic tests/ studies (i.e., professional component) with preparation of a separate distinctly identifiable signed written report may also be reported separately, using the appropriate CPT code and, if required, with modifier 26 appended.



Definitions



Medical Decision Making determined by 2 of these 3 elements		
1) Number and Complexity of Problems Addressed	2) Amount and/or Complexity of Data to be Reviewed and Analyzed	3) Risk of Complications and/or Morbidity or Mortality of Patient Management

3) Risk of Complications and/or **Morbidity** or Mortality of Patient Management

Risk: The probability and/or consequences of an event. The assessment of the level of risk is affected by the nature of the event under consideration.

For example, a low probability of death may be high risk, whereas a high chance of a minor, self-limited adverse effect of treatment may be low risk.

Definitions of risk are based upon the usual behavior and thought processes of a physician or other qualified health care professional in the same specialty.

Trained clinicians apply common language usage meanings to terms such as 'high', 'medium', 'low', or 'minimal' risk and do not require quantification for these definitions, (though quantification may be provided when evidence-based medicine has established probabilities). For the purposes of medical decision-making, level of risk is based upon consequences of the problem(s) addressed at the encounter when appropriately treated. Risk also includes medical decision making related to the need to initiate or forego further testing, treatment and/or hospitalization.

Morbidity: A state of illness or functional impairment that is expected to be of substantial duration during which function is limited, quality of life is impaired, or there is organ damage that may not be transient despite treatment.



- CPT changes will be followed by commercial payors.
- CMS stated that they agree with the planned CPT E/M changes.
- Check for specific payment policies from payors.

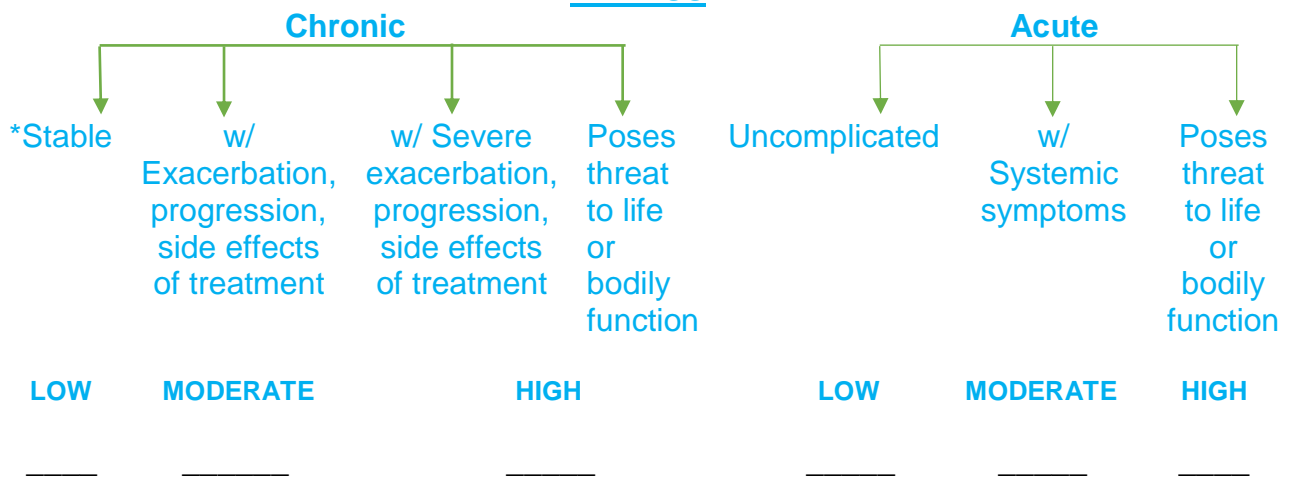
Nature of the Presenting Problem

Number and Complexity of Problems Addressed

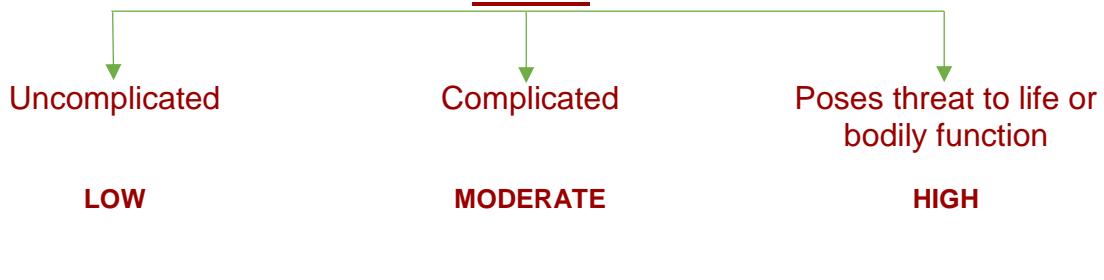
PROBLEMS

Minimal problem not requiring MD or QHP	(99211)	
*Self-limited, minor problem	Minimal	_____
Undiagnosed new problem w/uncertain prognosis	Moderate	_____

ILLNESS



INJURY



- This is only 1 of the 3 MDM elements.
- Data or Risk is required to choose final level of service.
- *2 or more self-limited or minor problems moves from MINIMAL to LOW complexity.
- *2 or more stable chronic illnesses moves from LOW to MODERATE complexity.

1. Defining Problems, Illness & Injury



MDM		1) Number and Complexity of Problems Addressed & Definitions	
Level of Medical Decision Making based on 2 of 3 Elements	N/A	N/A	<u>Minimal problem</u> : A problem that may not require the presence of the physician or other qualified health care professional, but the service is provided under the physician's or other qualified health care professional's supervision (see 99211).
	STRAIGHT FORWARD	Minimal <input type="checkbox"/> 1 self-limited or minor problem	<u>Self-limited or minor problem</u> : A problem that runs a definite and prescribed course, is transient in nature, and is not likely to permanently alter health status.
	LOW	Low <input type="checkbox"/> 2 or more self-limited or minor problems; OR <input type="checkbox"/> 1 stable chronic illness; OR <input type="checkbox"/> 1 acute, uncomplicated illness or injury	<p><i>Self-limited or minor problem: A problem that runs a definite and prescribed course, is transient in nature, and is not likely to permanently alter health status.</i></p> <p><u>Stable, chronic illness</u>: A problem with an expected duration of at least a year or until the death of the patient. For the purpose of defining chronicity, conditions are treated as chronic whether or not stage or severity changes (e.g., uncontrolled diabetes and controlled diabetes are a single chronic condition). 'Stable' for the purposes of categorizing medical decision-making is defined by the specific treatment goals for an individual patient. A patient that is not at their treatment goal is not stable, even if the condition has not changed and there is no short-term threat to life or function. For example, a patient with persistently poorly controlled blood pressure for whom better control is a goal is not stable, even if the pressures are not changing and the patient is asymptomatic. The risk of morbidity without treatment is significant. Examples may include well-controlled hypertension, non-insulin dependent diabetes, cataract, or benign prostatic hyperplasia.</p> <p><u>Acute, uncomplicated illness or injury</u>: A recent or new short-term problem with low risk of morbidity for which treatment is considered. There is little to no risk of mortality with treatment, and full recovery without functional impairment is expected. A problem that is normally self-limited or minor, but is not resolving consistent with a definite and prescribed course is an acute uncomplicated illness. Examples may include cystitis, allergic rhinitis, or a simple sprain.</p>

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1. Defining Problems, Illness & Injury



MDM		1) Number and Complexity of Problems Addressed & Definitions
Level of Medical Decision Making based on 2 of 3 Elements MODERATE	Moderate	
	<input type="checkbox"/> 1 or more chronic illnesses with exacerbation, progression, or side effects of treatment;	<u>Chronic illness with exacerbation, progression, or side effects of treatment:</u> A chronic illness that is acutely worsening, poorly controlled or progressing with an intent to control progression and requiring additional supportive care or requiring attention to treatment for side effects, but that does not require consideration of hospital level of care.
	OR	
	<input type="checkbox"/> 2 or more stable chronic illnesses;	<i>Stable, chronic illness: A problem with an expected duration of at least a year or until the death of the patient. For the purpose of defining chronicity, conditions are treated as chronic whether or not stage or severity changes (e.g., uncontrolled diabetes and controlled diabetes are a single chronic condition). 'Stable' for the purposes of categorizing medical decision-making is defined by the specific treatment goals for an individual patient. A patient that is not at their treatment goal is not stable, even if the condition has not changed and there is no short-term threat to life or function. (examples see above)</i>
	OR	
	<input type="checkbox"/> 1 undiagnosed new problem with uncertain prognosis;	<u>Undiagnosed new problem with uncertain prognosis:</u> A problem in the differential diagnosis that represents a condition likely to result in a high risk of morbidity without treatment. An example may be a lump in the breast.
<input type="checkbox"/> 1 acute illness with systemic symptoms;	<u>Acute illness with systemic symptoms:</u> An illness that causes systemic symptoms and has a high risk of morbidity without treatment. For systemic general symptoms such as fever, body aches or fatigue in a minor illness that may be treated to alleviate symptoms, shorten the course of illness or to prevent complications, see the definitions for 'self-limited or minor' or 'acute, uncomplicated.' Systemic symptoms may not be general, but may be single system. Examples may include pyelonephritis, pneumonitis, or colitis.	
OR		
<input type="checkbox"/> 1 acute complicated injury	<u>Acute, complicated injury:</u> An injury which requires treatment that includes evaluation of body systems that are not directly part of the injured organ, the injury is extensive, or the treatment options are multiple and/or associated with risk of morbidity. An example may be a head injury with brief loss of consciousness.	

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1. Defining Problems, Illness & Injury



MDM		1) Number and Complexity of Problems Addressed & Definitions
Level of Medical Decision Making based on 2 of 3 Elements	HIGH	<p>High</p> <ul style="list-style-type: none"> <input type="checkbox"/> 1 or more chronic illnesses with severe exacerbation, progression, or side effects of treatment; <p style="text-align: center;">OR</p> <ul style="list-style-type: none"> <input type="checkbox"/> 1 acute or chronic illness or injury that poses a threat to life or bodily function
		<p><u>Chronic illness with severe exacerbation, progression, or side effects of treatment:</u> The severe exacerbation or progression of a chronic illness or severe side effects of treatment that have significant risk of morbidity and may require hospital level of care.</p> <p><u>Acute or chronic illness or injury that poses a threat to life or bodily function:</u> An acute illness with systemic symptoms, or an acute complicated injury, or a chronic illness or injury with exacerbation and/or progression or side effects of treatment, that poses a threat to life or bodily function in the near term without treatment.</p> <p>Examples may include acute myocardial infarction, pulmonary embolus, severe respiratory distress, progressive severe rheumatoid arthritis, psychiatric illness with potential threat to self or others, peritonitis, acute renal failure, or an abrupt change in neurologic status.</p>

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2. Amount & Complexity of Data

MDM		2) Amount and/or Complexity of Data to be Reviewed and Analyzed
Level of Medical Decision Making based on 2 of 3 Elements	Straight forward	Minimal or None
	LOW	<p>Limited (Must meet the requirements of at least 1 of the 2 categories)</p> <p><u>Category 1:</u> Tests and documents Any combination of 2 from the following:</p> <ul style="list-style-type: none"> • Review of prior external note(s) from each unique source*; • Review of the result(s) of each unique test*; • Ordering of each unique test* (includes reviewing results) <p>OR</p> <p><u>Category 2:</u> Assessment requiring an independent historian(s)</p>
	Moderate	<p>Moderate (Must meet the requirements of at least 1 out of 3 categories below)</p> <p><u>Category 1:</u> Tests, documents, or independent historian(s) Any combination of 3 from the following:</p> <ul style="list-style-type: none"> • Review of prior external note(s) from each unique source*; • Review of the result(s) of each unique test*; • Ordering of each unique test*; (includes reviewing results) • Assessment requiring an independent historian(s) <p>OR</p> <p><u>Category 2:</u> Independent interpretation of tests Independent interpretation of a test performed by another physician/other qualified health care professional (not separately reported);</p> <p>OR</p> <p><u>Category 3:</u> Discussion of management or test interpretation Discussion of management or test interpretation with external physician/other qualified health care professional/ appropriate source (not separately reported)</p>
	High	Extensive (Must meet the requirements of at least 2 out of 3 categories above)

**Each unique test, order, or document contributes to the combination of 2 or combination of 3 in Category 1 above*

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3. Risk of Complications of Patient Management

MDM		3) Risk of Complications and/or Morbidity or Mortality of Patient Management
Level of Medical Decision Making based on 2 of 3 Elements	STRAIGHT FORWARD	Minimal risk of morbidity from additional diagnostic testing or treatment
	LOW	Low risk of morbidity from additional diagnostic testing or treatment
	MODERATE	<p>Moderate risk of morbidity from additional diagnostic testing or treatment</p> <p>Examples only:</p> <ul style="list-style-type: none"> • Prescription drug management • Decision regarding minor surgery with identified patient or procedure risk factors • Decision regarding elective major surgery without identified patient or procedure risk factors • Diagnosis or treatment significantly limited by social determinants of health
	HIGH	<p>High risk of morbidity from additional diagnostic testing or treatment</p> <p>Examples only:</p> <ul style="list-style-type: none"> • Decision regarding elective major surgery with identified patient or procedure risk factors • Decision regarding emergency major surgery • Decision regarding hospitalization • Decision not to resuscitate or to de-escalate care because of poor prognosis • Drug therapy requiring intensive monitoring for toxicity

Risk: The probability and/or consequences of an event. The assessment of the level of risk is affected by the nature of the event under consideration. For example, a low probability of death may be high risk, whereas a high chance of a minor, self-limited adverse effect of treatment may be low risk. **Definitions of risk are based upon the usual behavior and thought processes of a physician or other qualified health care professional in the same specialty.** Trained clinicians apply common language usage meanings to terms such as ‘high’, ‘medium’, ‘low’, or ‘minimal’ risk and do not require quantification for these definitions, (though quantification may be provided when evidence-based medicine has established probabilities). For the purposes of medical decision-making, level of risk is based upon consequences of the problem(s) addressed at the encounter when appropriately treated. Risk also includes medical decision making related to the need to initiate or forego further testing, treatment and/or hospitalization.

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Other Important Definitions

External:

External records, communications and/or test results are from an external physician, other qualified health care professional, facility or healthcare organization

External physician or other qualified healthcare professional:

An external physician or other qualified health care professional is an individual who is not in the same group practice or is a different specialty or subspecialty. It includes licensed professionals that are practicing independently. It may also be a facility or organizational provider such as a hospital, nursing facility, or home health care agency.

Independent historian(s):

An individual (e.g., parent, guardian, surrogate, spouse, witness) who provides a history in addition to a history provided by the patient who is unable to provide a complete or reliable history (e.g., due to developmental stage, dementia, or psychosis) or because a confirmatory history is judged to be necessary. In the case where there may be conflict or poor communication between multiple historians and more than one historian(s) is needed, the independent historian(s) requirement is met.

Independent Interpretation:

The interpretation of a test for which there is a CPT code and an interpretation or report is customary. This does not apply when the physician or other qualified health care professional is reporting the service or has previously reported the service for the patient. A form of interpretation should be documented, but need not conform to the usual standards of a complete report for the test.

Appropriate source:

For the purpose of the **Discussion of Management data element**, an appropriate source includes professionals who are not health care professionals, but may be involved in the management of the patient (e.g., lawyer, parole officer, case manager, teacher). It does not include discussion with family or informal caregivers.

Social determinants of health:

Economic and social conditions that influence the health of people and communities. Examples may include food or housing insecurity.

Drug therapy requiring intensive monitoring for toxicity: A drug that requires intensive monitoring is a therapeutic agent that has the potential to cause serious morbidity or death. The monitoring is performed for assessment of these adverse effects and not primarily for assessment of therapeutic efficacy. The monitoring should be that which is generally accepted practice for the agent, but may be patient specific in some cases. Intensive monitoring may be long-term or short term. Long-term intensive monitoring is not less than quarterly. The monitoring may be by a lab test, a physiologic test or imaging. Monitoring by history or examination does not qualify. The monitoring affects the level of medical decision making in an encounter in which it is considered in the management of the patient. Examples may include monitoring for a cytopenia in the use of an antineoplastic agent between dose cycles or the short-term intensive monitoring of electrolytes and renal function in a patient who is undergoing diuresis. Examples of monitoring that does not qualify include monitoring glucose levels during insulin therapy as the primary reason is the therapeutic effect (even if hypoglycemia is a concern); or annual electrolytes and renal function for a patient on a diuretic as the frequency does not meet the threshold.

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2021 E/M Audit Tool: New & Established Outpatient Visits



Code	Level of MDM*	1)	2)	3)
		Number and Complexity of Problems Addressed	Amount and/or Complexity of Data to be Reviewed and Analyzed <i>*Each unique test, order, or document contributes to the combination of 2 or combination of 3 in Category 1 below</i>	Risk of Complications and/or Morbidity or Mortality of Patient Management
99211	N/A	*probably minimal	Not Applicable	Not Applicable
99202 99212	Straight forward	Minimal <input type="checkbox"/> 1 self-limited or minor problem	Minimal or none	Minimal risk of morbidity from additional diagnostic testing or treatment
99203 99213	Low	Low <input type="checkbox"/> 2 or more self-limited or minor problems; OR <input type="checkbox"/> 1 stable chronic illness; OR <input type="checkbox"/> 1 acute, uncomplicated illness or injury	Limited <i>(Must meet the requirements of at least 1 of the 2 categories)</i> <input type="checkbox"/> Category 1: Any combination of 2 from the following: ○ __Review of prior external note(s) from each unique source*; ○ __Review of the result(s) of each unique test*; ○ __Ordering of each unique test* OR <input type="checkbox"/> Category 2: Assessment requiring an independent historian(s) <i>(For the categories of independent interpretation of tests and discussion of management or test interpretation, see Moderate or High)</i>	Low risk of morbidity from additional diagnostic testing or treatment
99204 99214	Moderate	Moderate <input type="checkbox"/> 1 or more chronic illnesses with exacerbation, progression, or side effects of treatment; OR <input type="checkbox"/> 2 or more stable chronic illnesses; OR <input type="checkbox"/> 1 undiagnosed new problem with uncertain prognosis; OR <input type="checkbox"/> 1 acute illness with systemic symptoms; OR <input type="checkbox"/> 1 acute complicated injury	Moderate <i>(Must meet the requirements of at least 1 out of 3 categories)</i> <input type="checkbox"/> Category 1: Any combination of 3 from the following: ○ __Review of prior external note(s) from each unique source* ○ __Review of the result(s) of each unique test*; ○ __Ordering of each unique test* ○ __Assessment requiring independent historian(s) OR <input type="checkbox"/> Category 2: Independent interpretation of a test performed by another physician/other qualified health care professional (not separately reported); OR <input type="checkbox"/> Category 3: Discussion of management or test interpretation with external physician/other qualified health care professional/ appropriate source (not separately reported)	Moderate risk of morbidity from additional diagnostic testing or treatment <i>Examples only:</i> • Prescription drug management • Decision regarding minor surgery with identified patient or procedure risk factors • Decision regarding elective major surgery without identified patient or procedure risk factors • Diagnosis or treatment significantly limited by social determinants of health
99205 99215	High	High <input type="checkbox"/> 1 or more chronic illnesses with severe exacerbation, progression, or side effects of treatment; OR <input type="checkbox"/> 1 acute or chronic illness or injury that poses a threat to life or bodily function	Extensive <i>(Must meet the requirements of at least 2 out of 3 categories) (immediately above)</i>	High risk of morbidity from additional diagnostic testing or treatment* <i>Examples only:</i> • Decision regarding elective major surgery with identified patient or procedure risk factors • Decision regarding emergency major surgery • Decision regarding hospitalization • DNR Decision or de-escalate of care due to poor prognosis • Drug therapy requiring intensive monitoring for toxicity

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Time



Choose E/M code 99202-99215 based on MDM **OR TIME!**

CPT Code	2021 Code Total Time (Minutes)	CPT Code	2021 Code Total Time (Minutes)
NEW PATIENT VISITS		ESTABLISHED PATIENT VISITS	
99201	Code deleted	99211	N/A
99202	15 - 29	99212	10 - 19
99203	30 - 44	99213	20 - 29
99204	45 - 59	99214	30 - 39
99205	60 - 74	99215	40 - 54

Total time for coding purposes, is the total time on the date of the encounter.

It includes both

- face-to-face and
- non-face-to-face time personally spent by the physician and/or other QHP on the date of the encounter.

This includes time in activities that **require the physician or QHP** and **does not** include time in activities normally performed by clinical staff.

Total physician/other qualified health care professional time on the day of the encounter includes the following activities, when performed:

- preparing to see the patient (e.g., review of tests)
- obtaining and/or reviewing separately obtained history
- performing a medically appropriate examination and/or evaluation
- counseling and educating the patient/family/caregiver
- ordering medications, tests, or procedures
- referring and communicating with other health care professionals (when not separately reported)
- documenting clinical information in the electronic or other health record
- independently interpreting results (not separately reported) and communicating results to the patient/family/caregiver
- care coordination (not separately reported)

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Time



Time can be split or shared between the physician and QHP and summed for the total time.

Split/shared services are defined for the first time by CPT in the new guidelines as “a visit in which a physician and other qualified healthcare professional jointly provide the face-to-face and non-face-to-face work related to the visit”.


Time split or shared between a physician and QHP must be “unique” time. Overlapping time where both providers are with the patient or reviewing records together can only be counted once.

When a service is separately reported it **cannot** be counted toward time. This would include a separately reported joint injection or the professional component of reviewing an x-ray image or other tests. These activities cannot be included in the time calculation when they are reported separately because it would be considered double dipping.

Do these activities **require** a physician or QHP?

- | | | | | |
|------------------------------------|--------------------------|--------------------------|----|--------------------------|
| 1. Precertification | YES | <input type="checkbox"/> | NO | <input type="checkbox"/> |
| 2. Peer to Peer | <input type="checkbox"/> | YES | NO | <input type="checkbox"/> |
| 3. Rooming patients | YES | <input type="checkbox"/> | NO | <input type="checkbox"/> |
| 4. Calling to schedule an MRI | YES | <input type="checkbox"/> | NO | <input type="checkbox"/> |
| 5. Posting a case for surgery | YES | <input type="checkbox"/> | NO | <input type="checkbox"/> |
| 6. Discussing management w patient | <input type="checkbox"/> | YES | NO | <input type="checkbox"/> |

QUESTIONS NOT YET ANSWERED ABOUT TIME

	<ul style="list-style-type: none">• Is it enough to document the total time or do other things need to be included?• Will CMS accept this definition of Split/Shared?• Are there any restrictions about the time division to still bill under the physician’s provider number?
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Time



The descriptor reads:

+99417 **Prolonged office or other outpatient evaluation and management service(s)** (beyond the total time of the primary procedure which has been selected using total time), requiring total time **with or without direct patient contact** beyond the usual service, on the date of the primary service;
each 15 minutes
(List separately in addition to codes 99205, 99215 for office or other outpatient evaluation and management Services)

There are notations that these new prolonged service codes should not be used with code:

99354 and 99355 (these are prolonged service requiring direct patient contact)
99358 and 99359 (these are prolonged service without direct patient contact)
99415 and 99416 (these are prolonged clinical staff services with physician or other qualified health care professional supervision)




- The new code is appended to the **highest level** new (99205) or established (99215) outpatient visit codes only.
- Prolonged service of less than 15 minutes should not be reported.
- +99417 is an add on code and may be used more than once either by listing the code twice or reporting multiple units.
- CMS **will not** use +99217. The CMS prolonged service code G2212 should be used. (see next page)

Documentation Improvement

Use of Prolonged Service Codes

Total Duration of New Patient Office or Other Outpatient Services (use with 99205)	Code(s)
Less than 75 minutes	Not reported separately
75-89 minutes	99205 X 1 and 99417 X 1
90-104 minutes	99205 X 1 and 99417 X 2
105 or more	99205 X 1 and 99417 X 3 or more for each additional 15 minutes.
Total Duration of Established Patient Office or Other Outpatient Services (use with 99215)	Code(s)
Less than 55 minutes	Not reported separately
55-69 minutes	99215 X 1 and 99417 X 1
70-84 minutes	99215 X 1 and 99417 X 2
85 or more	99215 X 1 and 99417 X 3 or more for each additional 15 minutes.

Source: <https://www.ama-assn.org/system/files/2019-06/cpt-office-prolonged-svs-code-changes.pdf>



CPT is counting from the beginning of the time range.
 Prolonged services begin at
 75 minutes for a new patient and
 55 minutes for an established patient visit

CMS is counting from the end or highest end of the range.
 Prolonged services begin at
 89 minutes for a new patient and
 69 minutes for an established patient visit.

CMS has created their own prolonged service code G2212 to be used instead of 99417.

G2212- Prolonged office or other outpatient evaluation and management service(s) beyond the maximum required time of the primary procedure which has been selected using total time on the date of the primary service; each additional 15 minutes by the physician or qualified healthcare professional, with or without direct patient contact (List separately in addition to CPT codes 99205, 99215 for office or other outpatient evaluation and management services)

Documentation Improvement

1.PROBLEM(S) ADDRESSED		Z-FLASH	2021 MDM Documentation
Identify All Being Evaluated/Addressed			
Problem	Minimal (may not require MD)		
	Self-limited/ minor (identify all being evaluated)		
	Undiagnosed new problem with uncertain prognosis		
Illness	Acute	Uncomplicated	
		With systemic symptoms	
	Chronic	Stable (identify all being evaluated) (Patient at treatment goal)	
		With exacerbation, progression or side effects of treatment	
		With <u>severe</u> exacerbation, progression or side effects of treatment (may require hospital level care)	
Acute or Chronic poses threat to life/bodily function (near term without tx)			
Injury	Acute	Uncomplicated	
		Complicated	
	Acute or Chronic poses threat to life/bodily function (near term without tx)		

2. DATA ANALYZED		Z-FLASH	2021 MDM Documentation
Independent interpretation	Images , Tests or Tracing (not reported separately)		
Reviewed +/-or Ordered	Tests (unique by name. Order includes reviewing test results)		
Reviewed	Notes (external by source)		
Independent historian Required	Why (unable or unreliable because....)		
	Who (is giving the info Mom, Dad, Sibling, Social worker...)		
	What information		
Discussion of management or test With external MD/QHP (not separately reported)	Why		
	Who		
	What information		

3. RISK		Z-FLASH	2021 MDM Documentation
Decision for	Procedure/ Surgery	PROCEDURE risk(s) itemized PATIENT risk factors And (co-morbidities) linked to MDM	
Decision	Regarding Hospitalization		
	To de-escalate care or DNR due to poor prognosis		
Diagnosis or treatment	Significantly limited by social determinants of health		
	Impacted by co-morbidities (and linked to MDM)		
	*Testing / Treatment discussed with patient/family NOT elected		
RX Drug Management-dose, how taken, risks, side effects/what to do if experienced, linked to MDM			
Drug therapy requiring intensive monitoring for toxicity			

*from definitions of problems addressed

E/M Audit Tool from the AMA was edited by the [KarenZupko & Associates, Inc.](#) to be used in conjunction with KZA E/M documentation education.

2021 E/M To Do List

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1. Remove EHR “suggestion” for level of service based on old guidelines.

REMEMBER: If you report outpatient consultations,
2 sets of guidelines are used in the office-original and 2021.

2. Eliminate unnecessary bullets filled in automatically in the history and exam for new and established patient office visits.
3. Review Appendix C of CPT for specialty specific examples of problems at different levels of service designated by CPT. They are not perfect.
4. Run a report listing your top 10 diagnoses for office visits by volume and determine the “type of problem, illness or injury” based on the CPT definitions.
5. Evaluate your “typical” medical decision making office documentation (new & established visit) using the **KZA audit tool**.
6. Review the same notes (in #5 above) with the **KZA flashcards** focusing on work done but not documented correctly.
7. Revise templates focusing on documentation of
 - Problems addressed
 - Tests ordered and or reviewed or independently interpreted.
 - Risk of patient management including procedure risks.
8. Evaluate office flow considering the revised guidelines.
9. Review current guidelines for use in the ER and inpatient services.
10. **Educate ALL providers about the upcoming changes.**