SAMPLE CORRECTIVE ACTION PLAN (CAP)

TRR QUESTION	PLANS FOR ADDRESSING DEFICIENCIES	TARGET DATES	COMMENTS
The following sample questions are taken from Aetna's TRR Audit Standards.	CAP responses should specifically address the audit question and provide concrete information regarding how the provider plans to correct the identified deficiency. The following are sample responses that illustrate how a provider may respond.	Target dates for implementing CAP should be within 30 days of receipt of the TRR scoring letter.	This area is optional and may be used for further clarification of the provider's plans to address the deficiency.
Is there a DSM IV diagnosis with all five axes completed?	This clinician will document the assessment of each active Aetna patient on all five of the DSM IV Axes.	One month from date of response to Aetna.	The DSM IV diagnosis will be documented within the first two sessions.
For children and adolescents, is there a developmental history that could include prenatal events and prenatal, physical, psychological, social, intellectual, academic and educational history?	This clinician will document a comprehensive developmental history for each active Aetna child and adolescent patient.	One month from date of response to Aetna.	The assessment will be noted in the progress notes or as part of the intake process within the first two sessions.
Is there documentation to reflect that the provider requested patient's permission to communicate with the primary medical practitioner?	This clinician will obtain permission to communicate with each active Aetna patient's primary medical practitioner. If the patient does not give permission for this communication, it will be documented in the chart.	One month from date of response to Aetna,	The patient will be provided with a release form within the first two sessions.
If the patient did grant permission, is there documentation that the provider communicated with the primary medical practitioner?	If the patient grants permission for this clinician to communicate with the primary medical provider, this clinician will make follow-up attempts as required to collaborate with the primary medical practitioner during treatment.	One month from date of response to Aetna.	Attempts at contact with the primary medical practitioner will be documented within one week from when the patient grants permission.
Does the documentation include a discharge plan?	This clinician will ensure that each active Aetna patient has a documented discharge plan in the progress notes or on a discharge summary form.	One month from date of response to Aetna.	Discharge documentation will be noted within one month of the patient's most recently attended session if there will be no further sessions.

Please note: Aetno created this document as a sample tool to assist providers in documentation. Aetno does not require the use of this document, nor are we collecting the information contained herein.

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R Sandford

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Basic Federal Personnel Manual United States. Federal Personnel Manual System, 1988

**Environment, Safety and Health Progress Assessment of the Hanford Site*, 1992

Human Resource Alignment Stephen M Flynn, 2017-06-28 Is your HR strategy aligned to the organisation s strategy Do your HR practices deliver that strategy on the ground How can you validate that you are in sync with your business s aims This book gives you the tools to align HR strategy with HR practices and the business strategy PHR / SPHR Professional in Human Resources Certification Study Guide Anne M. Bogardus, 2009-10-16 More than 80 000 HR professionals having earned the Senior Professional in Human Resources SPHR or Professional in Human Resources PHR certification and another 20 000 are expected to take the exam in 2009 This complete update of the bestselling guide to HR certification contains additional coverage of new HR policies and standards as well as updated practice exam questions and real world scenarios Key topics include strategic management workforce planning and employment compensation and benefits employee and labor relations and Occupational Safety and Health Administration OSHA regulations The CD ROM contains two bonus exams one each for PHR and SPHR as well as flashcards and an electronic book Note CD ROM DVD and other supplementary materials are not included as part of eBook file Federal Energy Guidelines United States. Department of Energy, 2000 **2005 US Master Human Resource Guide** CCH Incorporated, 2005-02 The Handbook of Patient Safety Compliance Fay A. Rozovsky, James R. Woods, Jr., 2016-12-05 Written for virtually every professional and leader in the health care field as well as students who are preparing for careers in health services delivery this book presents a framework for developing a patient safety program shows how best to examine events that do occur and reveals how to ensure that appropriate corrective and preventative actions are reviewed for effectiveness. The book covers a comprehensive selection of topics including The link between patient safety and legal and regulatory compliance The role of accreditation and standard setting organizations in patient safety Failure modes and effect analysis Voluntary and regulatory oversight of

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