

Staying Healthy Assessment FAQs

Staying Healthy Assessment 5 - 8 Years

Child's Name (first & last)	Date of Birth	<input type="checkbox"/> Female <input type="checkbox"/> Male	Today's Date	Grade in School?
Person Completing Form	<input type="checkbox"/> Parent <input type="checkbox"/> Other (Specify)	<input type="checkbox"/> Relative <input type="checkbox"/> Friend	<input type="checkbox"/> Guardian	School Attendance Regular? <input type="checkbox"/> Yes <input type="checkbox"/> No
Please answer all the questions on this form as best you can. Circle "Skip" if you do not know an answer or do not wish to answer. Be sure to talk to the doctor if you have questions about anything on this form. Your answers will be protected as part of your medical record.				Need Interpreter? <input type="checkbox"/> Yes <input type="checkbox"/> No
1	Does your child drink or eat 3 servings of calcium-rich foods daily, such as milk, cheese, yogurt, soy milk, or tofu?	Yes	No	Skip
2	Does your child eat fruits and vegetables at least two times	Yes	No	Skip

What is the Staying Healthy Assessment (SHA)?

- The SHA is the Department of Health Care Services' (DHCS) Individual Health Education Behavior Assessment (IHEBA). The form is one page, front and back, and it is used to identify and document patients' health education needs related to lifestyle, behavior, environment, and cultural and linguistic background.
- It is available in English, Spanish and Chinese, as well as many other languages.
- Primary Care Providers (PCPs) are required to use and administer the SHA to all Medi-Cal beneficiaries as part of the Initial Health Assessment (IHA) and re-administer it according to periodicity guidelines set forth by the Medi-Cal Managed Care Division (MMCD):
 - 0-6 months, 7-12 months, 1-2 years, 3-4 years, 5-8 years, 9-11 years, 12-17 years
 - Adult (18-55 years), Senior (55+ years)
- **SHA forms must be implemented in provider offices by April 1, 2014.**
- PCPs may use an alternative IHEBA with prior approval of the MMCD. Please contact SFHP (provider.relations@sfhp.org) if you are interested in utilizing an alternative form and we will seek approval from MMCD. MMCD required that all alternative forms already be submitted for approval to SFHP by February 28, 2014. If your office plans to use an alternative form and you did not already submit it for approval, please do so immediately. See below for details on submission.

How do I administer and document the SHA?

- 1. The SHA consists of seven age-specific pediatric questionnaires and two adult questionnaires**
 - 0-6 months, 7-12 months, 1-2 years, 3-4 years, 5-8 years, 9-11 years, 12-17 years
 - Adult (18-55 years) and Senior (55+, at provider's discretion)
- 2. Filling out the SHA:**
 - Administer a new SHA at each new age interval; review and sign the existing form at annual visits
 - Encourage patients ages 12 and older to self-complete the SHA
 - SHA questions may be asked verbally and responses recorded directly in the patient's EMR
 - Patients have the right to refuse, decline, or skip any or all parts of the SHA
 - Encourage each patient to complete an age-appropriate SHA every subsequent year during a scheduled exam
- 3. Reviewing the completed SHA with the patient:**
 - Determine extent of risk factors on patient's health, and prioritize the risk factors with the patient
 - Provide tailored health education counseling, intervention, referral, follow up, and risk reduction plan, if applicable
 - Other clinic staff may assist with reviewing the SHA with the patient as long as medical issues are referred to PCP
- 4. Provider's documentation requirements:**
 - Sign and print provider's name and date

- Document specific behavioral risk topics and patient counseling, referrals, anticipatory guidance, and follow-up provided to the patient
- Document patient's refusal to complete the SHA
- Keep the signed SHA in the patient's medical record

5. SHA electronic format

- Providers may add SHA questions into an EMR template or scan the SHA into an EMR that includes the electronic provider signature (must include all current and unaltered SHA questions)
- SFHP must review the electronic format to ensure it meets all requirements at least two months prior to implementation (per the State regulation)

How do I use an alternative IHEBA?

1. Use of the SHA tool is strongly recommended (alternative IHEBAs require pre-approval by the Department of Health Care Services).
2. Any alternative assessments must be translated into Spanish and Chinese and meet all the same standards as the SHA.
3. The American Academy of Pediatrics' *Bright Futures* assessment has been pre-approved by DHCS as an alternative IHEBA. It can be used as long as it is the most current version.
4. Requests to use an alternative IHEBA must meet the following criteria:
 - a. Evidence that the alternative assessment includes the content and specific risk factors included in the most current version of the SHA.
 - b. The periodicity table and schedule for administration of the alternative IHEBA, which must be comparable to the requirements for the SHA.
 - c. A process or method for documenting and verifying that the administration, re-administration, and the annual review of the alternative assessment are similar to the SHA requirements.

How do I comply with the SHA regulation?

1. All SFHP-contracted PCPs will send attestation to provider.relations@sfhp.org by April 1, 2014, indicating the training slides were reviewed
2. SFHP Facility Site Review nurses will review if sites are in compliance once every three years

Where are the SHA forms located?

All SHA forms and training slides are available for download and printing on the DHCS site:

www.dhcs.ca.gov/formsandpubs/forms/Pages/StayingHealthy.aspx

What if I have additional questions?

Please contact provider.relations@sfhp.org or visit SFHP's website:

<http://www.sfhp.org/providers/download-forms/staying-healthy/>