§64-13-7.  COMPREHENSIVE CARE PLANS.

...7.4.  Plans for Care and Medical Records.

7.4.a.  Plans for care.

...7.4.a.4. A nursing home shall have written policies and procedures to ensure that through the resident care conferences or other means of coordination, the resident care plan shall be reviewed and revised as needed, but at least quarterly.  The review shall be noted in the medical record.

7.4.b.  Discharge.

...7.4.b.4. A nursing home shall complete medical records promptly within a time period specified in the nursing homes policies and procedures manual, not to exceed thirty (30) days after the resident is discharged.

§64-13-13.  CLINICAL RECORDS.


13.1.a.  A nursing home shall maintain clinical records on each resident in accordance with accepted professional standards and practices that are:

13.1.a.1.  Complete;

13.1.a.2.  Accurately documented;

13.1.a.3.  Readily accessible; and

13.1.a.4.  Systematically organized.

13.1.b.  All of a resident’s clinical records shall be retained for the longer of the following time periods:

13.1.b.1.  Five (5) years from the date of discharge or death; or

13.1.b.2.  For a minor, three (3) years after a resident reaches eighteen (18) years of age.

13.1.c.  A nursing home shall safeguard clinical record information against loss, destruction, or unauthorized use.

13.1.d.  A nursing home shall ensure that each clinical record contains a photograph of the resident, unless the resident objects.
13.2. Confidentiality. A nursing home shall keep all information contained in the resident’s clinical record confidential, except when release is required by:

13.2.a. Transfer to another health care institution;

13.2.b. Law;

13.2.c. Third party payment contract; or

13.2.d. The resident.

13.3. Contents. The clinical record shall contain:

13.3.a. Sufficient information to identify the resident;

13.3.b. All the resident’s assessments;

13.3.c. The resident’s plan of care and services provided;

13.3.d. The results of any pre-admission screening conducted by the State;

13.3.e. Progress notes; and

13.3.f. Physician orders.