

CU MEDICINE Guideline for Macro Templates and Copy Functionality in EMR Addendum-UCH

Shared Services

CMS has defined a shared service when provided in a hospital inpatient, outpatient or emergency department setting as;

- When an evaluation and management service (E/M) is shared/split between a physician and a NP, PA, CNS or CNM, from the same group practice and the physician provides at least one element of the face-to-face portion of the E/M service with the patient, the service may be billed under either by the physician or the non-MD provider as a shared service.

Documentation for shared services must demonstrate that the physician personally saw the patient face-to-face and participated in some portion of the patient care. Both providers must document their involvement with the patient. A tie-in statement or co-signature by the physician attached to the NPP's note will not support a shared/split service.

The shared service concept does not apply to critical care services, or procedural services.

CU MEDICINE Finance Audit Committee recommendation for EPIC process

When documenting for a shared/split service, both providers must document their involvement in the service by using “**create a note**” feature. The documentation of both providers may then be used to support the level of service.

Providers may **not** use the following functions in the EMR as it relates to split/shared services between providers:

- Copy/Paste/Forward
- Make Me the Author
- Edit Note