



The Hospice Item Set

A Step-by-Step Implementation Guide

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**Focus on accurate data collection and completion/
submission of the HIS 77**

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HIS Tools in the HIS Guide “Toolbox”

- HIS Coordinator Job Description
- Checklist of Questions to Ask Your EMR Vendor
- HIS Data Elements Mapping Tool
- Suggested Schema for Managing HIS Deadlines
- Tip Sheet for Data Collectors
- Customizable PowerPoint Training Presentations
 - Introducing the Hospice to the HIS.ppt
 - Overview of HIS Functions.ppt
 - Training for HIS Collectors.ppt
 - Training for HIS Abstractors.ppt

HIS Resources in the HIS Guide “Additional Resources Folder”

- List of Online Resources from CMS and QTSO
- HIS Submission User’s Guide (Full Text)
- Appendix A out of the Hospice Submission Users Guide: Quick Reference to Hospice File Submissions, Submission Status, and Final Validation Reports
- CASPER Reporting User’s Guide (Full Text)
- Hospice Technical Q & A