



**To:** Skilled Nursing Facilities  
**From:** IEHP – UM Department  
**Date:** March 26, 2021  
**Subject:** **Discharge Summary Requirements**

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Inland Empire Health Plan (IEHP) is requesting the assistance of all Long Term Care Facilities to ensure proper coordination of care and discharge planning for IEHP Members. IEHP requires a discharge summary for all IEHP Members who discharge from a Long Term Care Facility when IEHP holds financial responsibility for claims payment.

**Effective immediately, Long Term Care Facilities are required to fax a copy of the signed discharge summary to the facility assigned IEHP Skilled Case Manager within one (1) business day of the Member’s discharge date. As a reminder, Member’s understanding of the medical condition must be included as part of the pre-discharge documentation.**

For additional information, please refer to the following Provider Policies, which are posted on the IEHP website at: [www.iehp.org](http://www.iehp.org) > For Providers > Provider Manuals > 2021 Manuals

- MA\_14F2 Long Term Care – Skilled Level
- MC\_14F2 Long Term Care – Skilled Level

As a reminder, all communications sent by IEHP can also be found on our Provider portal at: [www.iehp.org](http://www.iehp.org) > For Providers > Plan Updates > Correspondences.

If you have any questions, please do not hesitate to contact the IEHP Provider Relations Team at (909) 890-2054.