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

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.