

## **Bulletin ID: No. 75 - Treatment Plan Signatures**

Per Chapter 34 of the District of Columbia Municipal Regulations, a Treatment Plan (IRP/IPC) is required for authorization of all MHRS. The Treatment Plan is NOT EFFECTIVE until signed by the Approving Qualified Practitioner (AQP) (see section 3408.2).

- For example, if the AQP signs the Treatment Plan two weeks after the start date of the plan, services delivered during those two weeks are uncovered.
- The AQP's signature MUST be dated; date may only be the date the signature was written.
- Pre-printed signature dates are not allowable.
- The AQP's signature must be hand-signed. An exception is an electronic signature in an electronic medical record (See DMH Policy 450.1 Use of Electronic
- Signatures in Clinical Documentation).
- The first treatment plan must be developed and approved (signed) by the AQP by the fourth visit or within thirty (30) calendar days of enrollment, whichever come first.

No back-dating of treatment plans is permissible. It may be considered as fraud.

Questions and/or further information please contact:

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