

Transition of Care Form

Welcome to Florida Health Care Plans! It is the goal of the Transition of Care Team to assist you with transitioning into our network of providers, pharmacies & covered medications. Please complete this form to help us make the transition as seamless as possible.

Instructions – Please complete the TRANSITION OF CARE FORM with the attached authorization forms; provide as much information as possible. The authorization forms allow the RELEASE & REQUEST of Protected Health Information in order to better assist you. You will be contacted if additional information is needed.

Please return all forms to the Transition of Care Nurse Navigator by fax at 386-238-3271 or by mail to FHCP Case Management Coordination of Care Department, Attn: TOC Nurse Navigator, PO Box 9910, Daytona Beach, FL 32120.

Questions can be directed to Case Management (CM) Coordination of Care Department at 855-205-7293 or to the Transition of Care line at 386-615-5017. Hours of operation are Monday through Friday, 8:00 am to 5:00 pm. local time. TTY: 1-800-955-8770. We are happy to assist you in transitioning into your health coverage with Florida Health Care Plans.

Member Name: _____ Member #: _____
 DOB: _____ Gender: _____
 Address: _____

Preferred Phone #: _____
 Alternative Phone #: _____
 Email Address: _____

Emergency Contact (Name, Relationship & Phone #):

Name	Relationship	Phone #

If you wish for your Protected Health Information (PHI) to be released to others, please complete, sign and return the attached Authorization to Release PHI form.

Current Medical Concerns - _____

PCP (Name, Phone #, City & State) - _____

Last Visit - _____

SPECIALISTS

(Name, Specialty, Phone #, City & State, Hospital/Group Affiliation)-

Name	Specialty	Phone	City/State	Hospital/Group Affiliation

UPCOMING APPOINTMENTS or PROCEDURES

Please use the NOTES section on page 4 if additional space is needed -

Date	Provider	Procedure	Visit Type

RECENT VISITS TO EMERGENCY ROOM or URGENT CARE?

(Date, Name/Location of ER or UC, Reason for Visit) -

Date	Name/Location	Reason

In order for FHCP to request your medical records from an out-of-network provider, please complete, sign & return the attached Authorization to Request PHI Form.

CURRENT MEDICATIONS

(Drug Name, Dose, Frequency, Prescribing Provider Name)

If you are submitting a Medication Transition Form, skip this section.

Please note if free samples or enrolled with patient assistance programs.

<u>Drug name</u>	<u>Dose</u>	<u>Frequency</u>	<u>Prescribing Doctor</u>

Please list all **ALLERGIES** with **REACTION:** _____

CURRENT PHARMACIES USED

(Name, Location & Phone #, Samples, or Patient Assistance Program)

<u>Pharmacy/Patient Assistance program/Samples from</u>	<u>Location</u>	<u>Phone</u>

DURABLE MEDICAL EQUIPMENT & OTHER MEDICAL SUPPLIES

(Oxygen, CPAP, Insulin Pump, Ostomy supplies etc.).

Please include name of supplier & prescribing provider.

<u>DME/Supplies</u>	<u>Company/Supplier</u>	<u>Contact number</u>	<u>Prescribing Provider</u>

Are you in danger of running out of any medication, DME or medical supply in the near future or soon after your effective date with FHCP? YES NO

If YES, please list the name of the medication, medical equipment, or supply with the approximate date you will be without.

NOTES:

Disclaimer – Standard Prior Authorization procedures & guidelines apply. Transition of Care is a service for new members transitioning into the FHCP network. Submitting this form does not guarantee continued care with out-of-network providers, pharmacies, medical suppliers, or coverage of non-formulary medications. You may be financially responsible for charges if you receive services outside of the FHCP network without an approved authorization. It is your responsibility to notify your providers of your insurance change.

TOC RN Navigator Use Only:

PLAN TYPE (Circle One) – MCARE / QHP / SELF / COMM

GROUP - _____

PLAN CODE - _____

HMO, POS, TROP (Circle One)

RIDERS – _____

EFF - _____

TO DO:

- ROI forms received? YES NO
- ROI forms in EHR? YES NO
- Tasked Med Rec Team in EHR to obtain records.
- Add CUT note in AS400.
- Reviewed TOC Form
- Initial Call w/Member
- Discuss PAR Pharms – Closest = _____
- Mail Order Pharmacy Information Given
- Discuss closest EHCC – Closest = _____
- Identify Rx needing PAs, formulary exceptions.
- Contact Pharm Svcs for comparable form meds if non-form meds exist.
- Notify Referrals of potential incoming PA reqs.
- Task COC CM for complex issues & CRC needs.
- Task UR CM for ongoing In-Pt, HH or SNF.

BENEFITS:

DEDUCTIBLE = _____	MOOP = _____
PCP COPAY = _____	SPECIALIST COPAY = _____
EHCC COPAY = _____	U/C COPAY = _____
ER FACILITY COPAY = _____	ER PROVIDER COPAY = _____
AMBULANCE COPAY = _____	

FHCP Medicare is an HMO Plan with a Medicare contract. Enrollment in FHCP Medicare depends on contract renewal. HMO coverage is offered by Health Options, Inc., DBA FHCP Medicare, an affiliate of Florida Blue and an Independent Licensee of the Blue Cross and Blue Shield Association. FHCP Medicare is administered by Florida Health Care Plan, Inc.