



GOVERNMENT OF THE DISTRICT OF COLUMBIA
Department on Disability Services
Developmental Disabilities Administration

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Development of the Health Care Management Plan

When properly implemented by a registered nurse, the Health Care Management Plan (HCMP) documents the nursing process as applied to identify the health care needs of people served by community-based agencies contracted by the Department on Disability Services. The HCMP includes the identified health risks, management strategies and staff training needs, including responsible parties. Each HCMP is based upon data collected from the following sources:

- **The Annual Preventive Health Screening Report:** This is a record of preventative health screenings offered in the male and female versions which list the recommended screenings from the U.S. Preventative Screening Task Force (USPSTF) Guidelines. The registered nurse, in consultation with the primary care provider, documents all screenings that have been completed and notes any screenings that are appropriately deferred for declined based on the person's needs. *It is required that this form be present in each person's record and kept updated at all times.*
- **Health Form 2:** This is a record of observations by the direct support staff. At least one form should be analyzed by the registered nurse in conjunction with the development of the HCMP, but the registered nurse may request input from multiple direct support staff, including staff that provide services and supports when a person is away from their residence (e.g. supported employment setting or a day treatment program). Any item that elicits a positive response should be included in the HCMP. *This form is not required, but suggested for use as a systematic means of obtaining feedback on the critical observation of staff that spends the most time with the person.*
- **Health Form 3:** This document represents a chart review of medical diagnoses formulated by the primary care provider or medical specialists. Any item that elicits a positive response should be included in the HCMP. *This form is part of the data set the registered nurse uses to develop the HCMP, but is not part of the clinical record.*
- **Nursing Assessment:** the nursing assessment is "the deliberate and systematic collection of data to determine a person's current health status and to evaluate the present and past coping patterns" (Carpenito, 1987). The assessment consists of data collected through a review of records, interviews with a person or his/her family member or support staff, a physical examination and consultation with other professionals. The use of a structured format enables the nurse to gather consistent data on all people in care (Brown and Roth, 1994). *The registered nurse can use a format at their discretion, but a structured format is required that will assure that registered nurse will be able to collect data sufficient to plan for a person's response to a real or potential problem.*



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These data sources are used to formulate the health concerns listed on the HCMP. The health concerns can be stated as nursing diagnosis. The HCMP shall also include expected outcomes for each identified health concern. This provides a target or goal that the person and their support team can clearly understand. It also provides a measure for success.

Additional information that is required to ensure that all support staff, including those with limited literacy skills, can interpret and follow their responsibilities should be written out in separate protocols that provide expanded information about how to implement specific care strategies. All staff performing tasks delegated by the registered nurse must demonstrate competency and be able to continue to demonstrate that competency over time.

This assessment process as described is the responsibility of the registered nurse. The registered nurse can delegate specific tasks needed to maintain a person's health to the licensed practical nurse, but only those tasks allowed by the Nurse Practice Act.