Documentation Requirement Update for Psychological and Neuropsychological Testing Services

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Effective December 1, 2009, the documentation requirements for psychological and neuropsychological testing services that are performed by a psychiatrist, psychologist, or a licensed professional associate (LPA) have changed. Providers are no longer required to maintain the original testing material in the client's medical record; however, providers must maintain the original testing material so that it is readily available for retrospective review by the Health and Human Services Commission (HHSC). Click on the title to view the details.

The treating provider must document in the client's medical record the medical necessity of the chosen treatment and identify the diagnosis code that most accurately describes the client's condition that necessitated the psychological/neuropsychological testing. The medical record (outpatient hospital records, reports, or progress notes) must be signed and dated by the performing provider, be clear and concise, and document the reason(s) for the psychological/neuropsychological testing and the outcome.

In addition, the provider must maintain the following documentation in the client's medical record:

- The extended Outpatient Psychotherapy Counseling Request Form.
- The name of the test(s) (e.g., WAIS-R, Rorschach, MMPI).
- The scoring of the test.
- Where the testing was performed.
- The name and credentials of each provider involved in administering the test, interpretation, and preparing the report.
- Interpretation of the test, which must include narrative descriptions of the test findings.
- Length of time spent by each provider, as applicable, in face-to-face administration, interpretation, reporting the test, integrating the test interpretation, and writing the comprehensive report based on the integrated data.
- Treatment, including how test results affect the prescribed treatment.
- Recommendations for further testing, which must include an explanation to substantiate the necessity of retesting, if testing is repeated.
- Rationale or extenuating circumstances that impact the provider's ability to complete the testing, such as, but not limited to, the client's condition requires testing
over two days and client does not return, or the client's condition precludes completion of the testing.

Providers must also maintain the original testing material so that it is readily available for retrospective review by HHSC.

For more information, call the TMHP Contact Center at 1-800-925-9126