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## **HOW DO I ORDER HOME OXYGEN?**

**1. Have a face-to-face examination with your patient within 6 months (Hospital notes will be acceptable as face-to-face examinations if provided)**

The Patient's medical record must contain sufficient documentation of the patient's medical condition to substantiate the necessity for Home Oxygen. The criteria that is used must be documented in the patient's medical record.

**2. Face-to-face appointment prior 30 days (Within 2 days if O2 ordered upon hospital discharge)**

- a. History and physical including signs and symptoms. The duration of these symptoms should also be included.
- b. Notes related to physical examination.

**3. Write a prescription**

Oxygen is considered a drug, the dose, duration and route must be included in the order.

Example O2 order: *"Home O2 at 2L per Nasal Cannula, Continuous, with Contents and Supplies. Diagnosis COPD"*

**4. Coverage Criteria for Most Insurances Includes Documentation of The Following from tests done within 30 days:**

- a. Diagnosis of severe lung disease or hypoxia related symptoms that is expected to improve with oxygen therapy (excludes an acute illness) **AND**
- b. PO2 at or below 55mm or O2 sat at or below 88% taken awake and at rest **OR**
- c. PO2 at or below 55mm or O2 sat at or below 88% for at least 5 minutes during sleep **OR**
- d. O2 at or below 88% taken during exercise. (Oxygen must be provided during exercise and documentation that hypoxemia improves with application of O2) **OR**
- e. PO2 decreases more than 10mm or O2 sat decrease of more than 5% for at least 5 minutes taken during sleep **AND** associated with documented symptoms.

**Please fax patient demographics, prescription, and office notes to:  
618.997.1385**

**If you have ANY questions, call: 618.998.9250**

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### 5. Tips to make things run smoothly:

- a. There needs to be an ICD 10 diagnosis code in the chart notes for a chronic diagnosis
- b. Alpha Home Health care must have the following before equipment can be dispensed:
  - Physician Order
  - Face to Face documentation with signature and NPI number
  - Insurance authorization
  - Copy of qualifying test results
- c. Assisting with quick return of these items with signatures/dates and NPI numbers can prevent delays
- d. Most patients will need a follow up appointment to discuss the success of home oxygen in 1 year.
- e. Testing must be performed in a chronic stable state as an outpatient or within two days of discharge from an acute care facility
- f. Most insurance companies will only rent home oxygen equipment.
- g. Patient must be mobile if ordering portable oxygen
- h. If PO<sub>2</sub> is 56-59 or oxygen saturation test is =89, the patient must have one of the following:
  - Dependent edema due to Congestive Heart Failure
  - Cor pulmonale or pulmonary hypertension documented on an EKG or echocardiogram
  - Hematocrit >56%
- i. A Certificate of Medical Necessity must be completed by the ordering physician within the first 30 days

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