

75341 Patient Treatment Record Service

(a)

Each psychology clinic shall establish and maintain a patient treatment record service which is systematically organized to provide a complete, accurate, correlated, and current treatment record for each patient which is filed in a centrally located area.

(b)

The treatment record service shall be located to facilitate immediate retrieval of required information.

(c)

A person working in the clinic shall be responsible for the direction and supervision of the treatment record service to ensure that all patient records are accurately documented, completed, indexed, and filed in the unit system. When the Department finds the treatment record service does not meet the standards set forth in these regulations, the clinic may be required to obtain the services of either a registered health information technician or registered health information administrator to assist in establishing and maintaining the treatment record service.