BREAST DIAGNOSTIC ENROLLMENT

Follow Up & Treatment Plan for Women 18-74

Every Woman Matters
NEBRASKA
Good Life. Great Mission.
DEPT. OF HEALTH AND HUMAN SERVICES
Rev. December 2016

301 Centennial Mall South - P.O. Box 94817
Lincoln, NE 68509-4817 Fax: 402-471-0913
1-800-532-2227
www.dhhs.ne.gov/womenshealth

Reasonable accommodations made for persons with disabilities.
TDD (800) 833-7352
Nebraska DHHS provides language assistance at no cost to limited English proficient persons who seek our services.

PROVIDER NOTES:

- **Clients with insurance MAY STILL BE ELIGIBLE for diagnostic services.**
- If client is currently enrolled for screening services complete **ONLY** the name and date of birth on pages 3 and 4.
- Male clients - NOT eligible for screening or diagnostic procedures

Please answer each question and PRINT clearly!

CONTACT INFORMATION

First Name: _____ **Middle Initial:** _____ **Last Name:** _____

Maiden Name: _____ **Marital Status**: ❍Single ❍Married ❍Divorced

Birthdate: _____/_____/_____ **Social Security #:** _____-_____-_____ **Birth place** _____
City and state or country of birth

Address: _____ **Apt. #** _____

City: _____ **County:** _____ **State:** _____ **Zip:** _____

Preferred way of Contact?: ❍Home ❍Work ❍Cell

Home Phone: (_____)_____ **Work Phone:** (_____)_____ **Cell Phone:** (_____)_____

❍Yes I want to receive program information by email. Email: _____

EMERGENCY CONTACT

Contact person: _____ **Relationship:** _____

Phone: (_____)_____ ❍Home ❍Work ❍Cell

Address: _____ **City:** _____ **State:**_____ Zip: _____

DEMOGRAPHICS

Are you of Hispanic/Latina(o) origin?
❍Yes ❍No ❍Unknown

What is your primary language spoken in your home?
❍English ❍Spanish ❍Vietnamese
❍Other_____

What race or ethnicity are you? (check all boxes that apply)
❍American Indian/Alaska Native
Tribe_____
❍Black/African American
❍Mexican American
❍White
❍Asian
❍Pacific Islander/Native Hawaiian
❍Other_____
❍Unknown

Are you a Refugee? ❍Yes ❍No ❍DK*
If yes, where from: _____

Highest level of education completed: ❍1 ❍2 ❍3 ❍4 ❍5 ❍6 ❍7 ❍8 ❍9 ❍10 ❍11 ❍12 ❍13 ❍14 ❍15 ❍16 ❍16+ ❍GED
❍Don't Know ❍Don't Want to Answer

How did you hear about the program:
❍Doctor/Clinic
❍Agency
❍Newspaper/Radio/TV
❍Family/Friend
❍I am a Current/Previous Client
❍Community Health Worker
❍Other _____

HEALTH HISTORY

Have you ever had any of the following tests?:

Pap test ❍Yes ❍No ❍DK*
Most Recent Date ____/____/____
The result: ❍Normal ❍Abnormal ❍DK*

Have **you** ever had a **hysterectomy** *(removal of the uterus)*? ❍Yes ❍No ❍DK*
2a. Was your cervix removed? ❍Yes ❍No ❍DK*
2b. Was your **hysterectomy** to treat cervical cancer? ❍Yes ❍No ❍DK*

Have **you** ever had cervical cancer?
❍No ❍Yes ❍DK* When: _____/_____/_____

Mammogram ❍Yes ❍No ❍DK*
Most Recent Date ____/____/____
The result: ❍Normal ❍Abnormal ❍DK*

Has your ***mother, sister or daughter*** ever had **breast cancer**? ❍Yes ❍No ❍DK*

Have **you** ever had breast cancer?
❍No ❍Yes ❍DK* When: _____/_____/_____

**DK - Don't Know/Not Sure*

Continue to Page 2 ---→ ---→ ---→

Finish the section below... read the consent... check a box... then sign & date and you're done!

INCOME & INSURANCE

I will be required to show proof that my income is within the program income guidelines when I am contacted by program staff. If I am found to be over income guidelines, I will be responsible for my bills for services received.

What is your **household income** before taxes? ❍Weekly ❍Monthly ❍Yearly Income: $ _____

Please Note: Self employed are to use net income after taxes.

How many **people** live on this income? ❍1 ❍2 ❍3 ❍4 ❍5 ❍6 ❍7 ❍8 ❍9 ❍10 ❍11 ❍12

Do you have **insurance**?* ❍Yes ❍None/No Coverage

If **yes**, is it: ❍Medicare (for people 65 and over) ❍Part A only ❍Part A and B ❍Medicaid (full coverage for self) ❍Private Insurance with or without Medicaid Supplement ***(please list)***

_____

***Clients with insurance MAY STILL BE ELIGIBLE for diagnostic services.**

Informed Consent and Release of Medical Information

■ **You must read and sign this page to be a part of the Every Woman Matters Program.** Version: July 2016

- I want to be a part of the Every Woman Matters (EWM) Program. I know:
  - If I am under the age of 40, I can *only* receive breast diagnostic tests.
  - I cannot be over income guidelines
  - If I have insurance, EWM will only pay after my insurance pays
  - I must be a female (per Federal Guidelines)
  - I will notify EWM if I do not wish to be a part of this program anymore
- I know that if I am under 40 years of age, I will not be a part of EWM after I have had my breast cancer diagnostic tests.
- I know that if I am 40-74 years of age, I may be eligible for full screening services which may include: breast and cervical cancer screening, screenings for blood pressure, cholesterol, diabetes, and obesity based upon US Preventive Services Task Force and Program Guidelines. I have talked with my health care provider about the screening test(s) and understand possible side effects or discomforts.
- I understand that I may be asked to increase my level of physical activity and make changes to my diet as part of the health education offered to me. I understand that before I make these activity and/or diet changes I am encouraged to talk to my health care provider about any related concerns or questions.
- I have talked with the clinic about how I am going to pay for any tests or services that are not paid by EWM.
- I may be given information to learn how to change my diet, increase activity, and/or stop smoking. EWM may remind me when it is time for me to schedule my screening exams and send me mail to help me learn more about my health.
- Based on my personal and health history, I may receive screening and/or health education materials. I know that if I move without giving my mailing address to EWM, I may not get reminders about screening and education. I accept responsibility for following through on any advice my health care provider may give me.
- My health care provider, laboratory, clinic, radiology unit, and/or hospital can give results of my breast and/or cervical cancer screening, follow up exams, diagnostic tests and/or treatment to EWM.
- To assist me in making the best health care decisions, EWM may share clinical and other health care information including lab results and health history with my health care providers.
- My name, address, email, social security number and/or other personal information will be used only by EWM. It may be used to let me know if I need follow up exams. This information may be shared with other organizations as required to receive treatment resources.
- Other information may be used for studies approved by EWM and/or The Centers for Disease Prevention and Control (CDC) for use by outside researchers to learn more about women's and men's health. These studies will not use my name or other personal information.

CHECK ONE

In order to be eligible for EWM you must be a U.S. Citizen or a qualified alien under the Federal Immigration and Nationality Act. Please check which box applies to you.

- For the purpose of complying with Neb. Rev. Stat. §§4-108 through 4-114, I attest as follows:

❍ I am a citizen of the United States.

OR

❍ I am a qualified alien under the federal Immigration and Nationality Act. I am attaching a front and back copy of my USCIS documentation. **(example: permanent resident card)**

I hereby attest that my response and the information provided on this form and any related application for public benefits are true, complete, and accurate and I understand that this information may be used to verify my lawful presence in the United States.

SIGN AND DATE

_____

Please Print Your Name (first, middle, last) Your Signature

month / day / year month / day / year

_____

Date Your Date of Birth

Breast Follow-Up & Treatment Plan

*Clients with insurance MAY STILL BE ELIGIBLE for diagnostic services.

Name:	First	MI	Last	DOB
Provider information:	**Screening:** Clinic that initiated care	Name	City/Phone Number	
	Diagnostic: Clinic that patient was referred to	Name	City/Phone Number	

--Instructions: Please send EWM this form along with corresponding radiology and/or pathology reports when diagnostic workup is complete.--

Ages 18-39

Screening history:

Clinical Breast Exam Date: __/__/__

☐ Normal/Benign ☐ Suspicious for breast malignancy

Diagnostic workup:

☐ Surgical Consultation Date: __/__/__
Physician: _____

- If CBE is suspicious, EWM encourages surgical consult before radiology services

☐ Breast Ultrasound Date: __/__/__

- **Preferred:** Referral to surgeon for evaluation and to determine need for u/s
- Acceptable: Breast u/s ordered by Primary Care Provider if no surgeon available

☐ Diagnostic mammogram Date: __/__/__

- Client must be at least age 30 to have a Diagnostic Mammogram
- Computer Aided Detection (CAD) is not covered
- Diagnostic mammogram **alone** does not meet standard of care if CBE is suspicious

☐ Repeat Breast Exam Date: __/__/__
☐ Breast Biopsy type: _____ Date: __/__/__
☐ Breast MRI requires pre-approval See page 4 Date: __/__/__
☐ Consultation/2nd opinion Date: __/__/__
☐ Cytology of breast discharge Date: __/__/__
☐ Client refused Initiate: Client Informed Refusal Form/Service Provider Document

See table of reimbursable procedures on page 6 to verify coverage

Ages 40-74

Screening history:

Clinical Breast Exam Date: __/__/__

☐ Normal/Benign ☐ Suspicious for breast malignancy

Results of initial SCREENING mammogram, if applicable Date: __/__/__

☐ BI-RADS 0 – Assessment incomplete
☐ BI-RADS 1 – Negative ☐ BI-RADS 2-Benign finding
☐ BI-RADS 3 – Probably benign
☐ BI-RADS 4 - Suspicious abnormality ☐ BI-RADS 5 – Highly suspicious
☐ Screening Mammogram was NOT PERFORMED

Diagnostic workup:

☐ Surgical Consultation Date: __/__/__
Physician: _____
☐ Breast Ultrasound Date: __/__/__
☐ Diagnostic mammogram Date: __/__/__

- Computer Aided Detection (CAD) is not covered
- Diagnostic mammogram **alone** does not meet standard of care if CBE is suspicious

☐ Repeat Breast Exam Date: __/__/__
☐ Breast Biopsy type: _____ Date: __/__/__
☐ Breast MRI requires pre-approval See page 4 Date: __/__/__
☐ Consultation/2nd opinion Date: __/__/__
☐ Cytology of breast discharge Date: __/__/__
☐ Client refused Initiate: Client Informed Refusal Form/Service Provider Document

★ **Final Diagnosis:** This section must be completed before sending in.	**Date** of final diagnosis or pathology report: ____/____/_____	**Check one:** ☐ Cancer **not** diagnosed – no treatment necessary	☐ **Cancer diagnosed** – Please fill out Breast Cancer Treatment section on page 4 ☐ Ductal carcinoma in situ ☐ Lobular carcinoma in situ ☐ Other carcinoma in situ ☐ Invasive cancer
	Clinic name:		**Date:**

- **Fax to 402-471-0913** or mail to Every Woman Matters, PO Box 94817 Lincoln, NE 68509-4817
- **Call us with any questions at 1-800-532-2227.** ★ Print out forms online at www.dhhs.ne.gov/ewmforms

Treatment Plan - **3**

Breast Follow-Up & Treatment Plan

Client information:	First Name	MI	Last Name	DOB

Breast Cancer Referral & Treatment (see page 5 bottom right)

Referral:	Client referred to _____ who will take over care. Clinician and clinic name and city and phone
Consultation:	Consultation Date to give client options _____
Treatment:	Treatment regimen consists of _____(lumpectomy, surgery, chemo, radiation, etc) Treatment date _____
Refusal:	Cancer treatment refused date _____ Client made informed decision yes/no Reason for refusal:_____

Screening MRI Preauthorization Request

EWM reimburses for screening MRI as an adjunct to screening mammogram and CBE for the clients that meet the following criteria, starting at age 25:

Check one or more that apply to the client, and **provide appropriate clinical documentation**. Fax to 402-471-0913

- ☐ Lifetime risk of 20-25% or greater based on family history using the breast cancer tool for women 35+: www.cancer.gov/bcrisktool/
  For women under 35, go to www.crahealth.com/risk-express or call us to run risk report.
- ☐ Known BRCA1 or BRCA2 mutation
  Date of genetic testing: ____/____/_____
- ☐ First-degree relative with BRCA1 or BRCA2 (parent, brother, sister, child) Relative: _____
  Date of genetic testing: ____/____/_____
- ☐ Previous Radiation Therapy to chest, between the ages of 10-30 Age: _____ Purpose of radiation: _____
- ☐ Have Li-Fraumeni syndrome, Cowden syndrome, or Bannayan-Riley-Ruvalcaba syndrome, or have first-degree relatives with one of these syndromes.

Requesting provider information:
Clinic name _____
Phone #: _____
Fax #: _____

EWM staff use only. Request approved: ☐ Yes ☐ No Program signature: _____ Date _____ Authorization expires one month after date of signature

Follow-up of Previous Abnormal Finding

Past results: why does client need follow-up? →

Last Clinical Breast Exam Result/Finding: ☐Negative/Benign ☐Suspicious for breast malignancy Date _____
Last Screening or Diagnostic Mammogram Result: _____ Date _____
Last Breast Ultrasound Result:_____ Date_____
Last Treatment _____ Date _____

6 Month Follow Up: Only for clients 40-74. What are the client's **current** results? Please note follow-up is not reimbursable for clients under 40.

Current results: →

- **Client reports symptoms**: ☐ NO ☐ YES, list symptoms_____
- **DATE:** __/__/____ **Clinical Breast Exam** Results (check one): ☐Negative/Benign ☐Suspicious for breast malignancy
- **DATE:** __/__/____ **Mammogram** Results (check one):
  ☐Assessment Incomplete ☐Negative ☐Benign ☐Probably Benign ☐Suspicious Abnormality* ☐Highly Suspicious for Malignancy*
- **DATE:** __/__/____ **Breast Ultrasound** Results (check one):
  ☐Assessment Incomplete ☐Negative ☐Benign ☐Probably Benign ☐Suspicious Abnormality* ☐Highly Suspicious for Malignancy*
- **DATE:** __/__/____ **Consultation by** _____ Clinic Name_____
- **DATE:** __/__/____ **Biopsy:** Type_____ Results: _____

**Must do new workup on page 3*

Name of Clinic:	**City:**	**Date:**

Referral, MRI Request & Follow-up - **4**

Instructions

About this form: This form is to be used ONLY for women with an **abnormal breast exam** or **abnormal screening mammogram** that are in need of further testing to diagnose whether or not breast cancer is present.

Your client does not have to be currently enrolled in our program to use this form. **This form can be used to enroll clients ages 18-74 in Every Woman Matters to cover diagnostic testing** as long as they 1) meet our income guidelines and 2) are US citizens or have a Permanent Residency card. Call us at 1-800-532-2227 or check our website for current income guidelines. http://dhhs.ne.gov/PublicHealth/EWM/Pages/Home.aspx

What providers need to do:

Review pages 1 and 2 for completion by client

- **If not completed, the client cannot be enrolled.** If the client is currently enrolled and recently filled out a Healthy Lifestyle Questionnaire, pages 1 and 2 don't need to be completed or returned. Call if you are not sure.

Page 1 must be completed with:

- Contact information
- Demographics
- Breast and cervical history

Page 2 must be completed with:

- Income and insurance
- Citizen Status or Alien Status (client must provide a copy of their Permanent Resident Card)
- Signature (date of signature must be date of first service for it to be reimbursed)

Complete page 3

This can be filled out by any member of the health care team

- **Do NOT SUBMIT unless ALL OF THESE ITEMS ARE COMPLETE**:
  - Check the box with the abnormal findings and the box indicating corresponding diagnostic procedure done and date
  - Check the **final diagnosis and date of diagnosis**
- Fill in the clinic name

Attach documentation

- **Please remember to attach all clinical documentation** if appropriate (copies of breast ultrasound, diagnostic mammogram, pathology reports on biopsies). Form may be returned to you if documentation isn't included.

Guidelines for Reimbursement: The Every Woman Matters Medical Advisory Board Recommends that we follow the 2015 NCCN Guidelines approved by the Centers for Disease Control and Prevention (CDC). NCCN guidelines can be found at www.nccn.org. Refer to reverse side for a table of reimbursable procedures.

CRITICAL REMINDERS:

- Providers must follow 2015 NCCN guidelines **--Breast MRI requires pre-approval (see page 6 middle row)--**
- We only accept diagnostic forms printed July 2014 or later (see top right corner of front sheet)
- Diagnostic procedures must correspond with screening results
- Consultation can only be reimbursed if provider normally brings clients in the office for consultation
- Computer Aided Detection (CAD) is not covered

Clients who need surveillance/follow-up from a previous abnormal ultrasound or mammogram:

- Follow-up is reimbursable only for clients ages 40-74
- Client must be enrolled. Call if you are not sure.
- Pre-authorization not needed, but must follow NCCN guidelines.
- CBE expected before the follow-up imaging performed
- Complete "Follow-Up of Previous Abnormal Finding" section, page 4

If client gets diagnosed with breast cancer:

- Indicate type of treatment and where client is being referred to by completing page 4 – Breast Cancer Referral & Treatment.
- Fill out Treatment Funds Request Form to access treatment funds
- Client may be eligible for Nebraska Medicaid for cancer treatment. Call us for more information.

EWM Coverage of Diagnostic Services

Coverage is determined by the age of the client and the results of screening, following guidelines from NCCN.

Procedures covered for women 18-39:

- Screening mammogram not covered by EWM for women <40

Age	CBE Findings:	Services Allowable for Reimbursement Based On Findings:
18-29	Suspicious CBE (Consultation by surgeon preferred)	Surgical Consultation (can only be reimbursed if provider normally brings clients in the office for consultation) Breast Ultrasound Fine Needle Aspiration Breast Biopsy Cytology of breast discharge Breast MRI: NEEDS PRE-AUTHORIZATION. See page 4 for eligibility
30-39	Suspicious CBE (Consultation by surgeon preferred)	Same as list above, can also get diagnostic mammogram

Procedures Covered for women ages 40-74:

- If the client did NOT have a screening mammogram, just had a breast lump or other cause for concern, see th first row ("No Screening Mammogram and Suspicious CBE").
- If she had a screening mammogram, see the column to the right of the results of the screening mammogran (BI-RADS 0-5) to determine if services are covered.

Age	SCREENING Mammogram Findings:		Services Allowable for Reimbursement Based On Screening Results:	
40-74	**No Screening Mammogram and Suspicious CBE (palpable mass, etc)** See Diagnostic mammogram findings ->		Diagnostic mammogram **BI-RADS 0-3**	Breast Ultrasound is required (diagnostic mammography alone misses 15-20% of tumors)
			Diagnostic mammogram **BI-RADS 4, 5**	Fine Needle Aspiration Breast Biopsy Breast MRI: NEEDS PRE-AUTHORIZATION. See page 4 for eligibility
	BI-RADS 0 - Needs additional imaging evaluation		Comparison of prior films Diagnostic mammogram (CAD is not covered) Breast Ultrasound Breast Biopsy	
	BI-RADS 1 –Negative or **BI-RADS 2** – Benign finding	**CBE negative**	Routine Screening	
		CBE suspicious for malignancy	Consultation (can only be reimbursed if provider normally brings clients in office for consultation) Breast Ultrasound Fine Needle Aspiration Breast Biopsy Cytology of breast discharge Breast MRI: NEEDS PRE-AUTHORIZATION. See page 4 for eligibility	
	BI-RADS 3 – Probably Benign		Diagnostic mammogram at 6 months, then every 6-12 months for 2-3 years	
	BI-RADS 4 – Suspicious Abnormality or **BI-RADS 5** –		Consultation (can only be reimbursed if provider normally brings clients in office for consultation)	