

**HISTORY AND PHYSICAL**

**MS 200**

<i>Manual</i>	Medical Staff	<i>Effective Date</i>	04/30/2017
<i>Policy #</i>	MS 200	<i>Date Revised</i>	
<i>Responsible Person</i>	Director, Medical Staff Services	<i>Next Scheduled Review</i>	04/30/2023

**PURPOSE**

To define the elements of a patient’s history and physical examination and medical history on admission or before any operative or interventional procedure.

**POLICY**

**A. Contents of a History and Physical Examination (H&P)**

1. The H&P shall be performed by a qualified member of the medical staff or designee with appropriate privileges, except as noted in B.2 below.
2. The H&P shall consist of chief complaint, history of present illness, allergies and medications, relevant social and family history, past medical history, review of systems and physical examination, and assessment and plan appropriate to the patient’s age.

**B. Inpatient Admission**

1. Within 24 hours after admission or immediately before, an H&P examination shall be performed, providing the patient’s condition permits.
2. If a complete history and physical was performed within thirty (30) calendar days prior to the patient’s admission to the Ronald Reagan UCLA Medical Center an updated history and physical is required within twenty-four (24) hours of admission.

A history and physical from a non-medical staff member will be acceptable if the medical staff physician assumes the responsibility for the accuracy of the clinical information. The medical staff physician will document in the medical record that the history and physical has been reviewed and accepted. An update is required if the history and physical is performed prior to the admission.

**C. Patients Undergoing Procedures Requiring Moderate or Deep Sedation, General Anesthesia or Regional Anesthesia**

1. An H&P shall be performed within 24 hours prior to the procedure by a qualified member of the medical staff or designee with appropriate privileges, except as noted in C.2 below.

If a complete history and physical was performed within thirty (30) calendar days prior to the patient’s admission to the Medical Center for elective surgery, an updated history and physical examination shall be completed and recorded in the medical record within

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twenty-four (24) hours of admission and prior to surgery or major invasive procedure. The updated history and physical note must update the original history and physical relevant to the patient's current clinical status.

2. A history and physical from a non-medical staff member will be acceptable if the medical staff physician assumes the responsibility for the accuracy of the clinical information. The medical staff physician will document in the medical record that the history and physical has been reviewed and accepted. An update is required if the history and physical is performed prior to the admission.
  3. Providing an H&P for patients undergoing surgery under local anesthesia is at the discretion of the Attending Physician.
  4. When a procedure is performed by a dentist, podiatrist or other practitioner who is not privileged to perform an H&P, the anesthesiologist's assessment immediately prior to the procedure will constitute the 24 hour re-assessment. The dentist, podiatrist or other practitioner who is not privileged to perform an H&P will document the history and physical relevant to the procedure.
- D.** If the H&P and the written informed consent for the surgery or procedure are not recorded in the patient's medical record prior to surgery, the operation shall not be performed unless the attending physician states in writing that such delay could lead to an adverse event or irreversible damage to the patient.
- E.** The above requirements shall not preclude the rendering of emergency medical or surgical care to a patient in dire circumstances.

**APPROVAL**

Medical Staff Executive Committee  
UCLA-Santa Monica Hospital Medical Center: 04/25/2020  
Reviewed with no revisions

Medical Staff Executive Committee  
Ronald Reagan UCLA Medical Center 04/27/2020  
Reviewed with no revisions

Governing Body: 04/30/2020