

BQC - 91 – 001

Date: January 31, 1991

To:	BQC Staff	Staff	1
	Nursing Homes	NH	1
	Facilities for the Developmentally Disabled	FDD	1
	Hospitals	Hosp.	1
	Home Health Agencies	HHA	1
	Personal Care Agencies	P. Care	1
	Hospices	Hspce	1
	Nurse Aide Training & Testing Programs	NA Tg	1

From: Larry Tainter, Director
Bureau of Quality Assurance

Subject: Provider Specific Numbering Series for BQC Memos

The BQC memo series is used by our office to distribute current information to staff and providers. Each memo is numbered consecutively during the calendar year.

Some providers have indicated an interest in a separate numbering series by type of provider. They would then be able to determine if they have received all memos sent to that provider category in the current year.

Effective with the 1991 memo series, we will initiate a provider specific numbering series for BQC memos. Immediately below the BQC memo number, there will be an abbreviation of each provider category addressed in that individual memo. Adjacent to the provider category will be the current number of BQC memos distributed to that provider during the current year.

For example: BQC-90-00XX
NH 26
Hosp 14

In this example, BQC-90-00XX would be the 26th memo distributed to nursing homes and the 14th memo distributed to hospitals in 1990.

We hope this new numbering system will be useful for providers in monitoring the information distributed in the BQC memo series.

LT:LU:bc 5147

cc: -Board on Aging and Long Term Care
-Wisconsin Assoc. of Homes/Services of the Aged
-Wisconsin Assoc. of Nursing Homes
-Wisconsin Counties Association
-Wisconsin Medical Records Assoc. Consultants Committee
-Wisconsin Assoc. of Hospital Social Workers & Discharge Planners
-Service Employees International Union Local 150
-Wisconsin Coalition for Advocacy
-Committee on Aging, Extended Care Facilities & Home Health Care (SMS)

- Wisconsin Assoc. of Medical Directors
- George F. MacKenzie
- Kevin Piper, BHCF
- Jerry Born, Asst. Adm., DCTF
- Bureau of Long Term Support, DCS
- HCFA, Region V
- Wisconsin Hospital Assoc.
- Wisconsin Homecare Organization
- Hospice Organization of Wisconsin