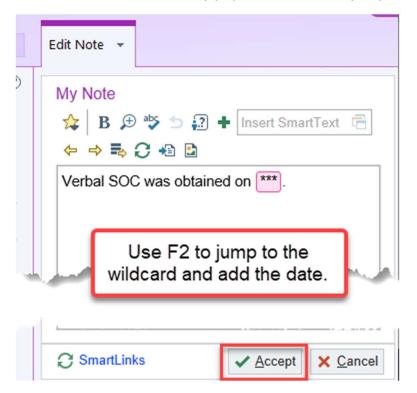# Adding Verbal SOC Date to Plan of Care

There is a new section on the SOC and recert plan of care labeled "Additional Information."

Quality staff will need to click "Create Note," similar to the provider certification statement. A default SmartText will automatically populate. Use F2 to jump to the wildcard, enter the date, then click Accept.

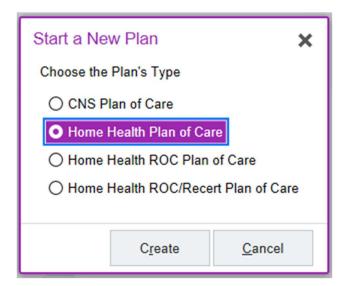When the plan of care is finalized, this section will be included.

For recert visits, where the verbal start of care date is **not** required, do not click "Create Note." When the plan of care is finalized, this section will not be included.
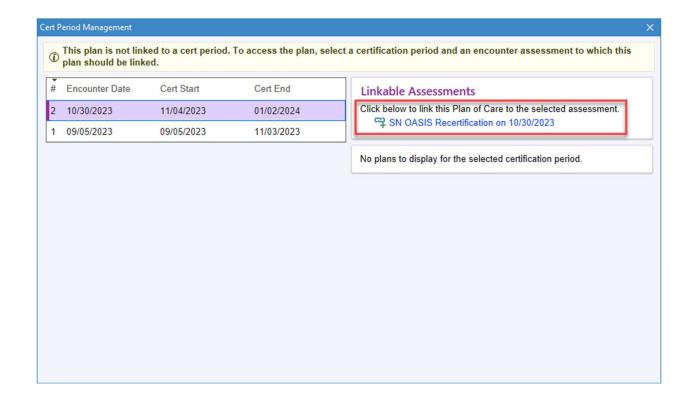
CLEAN-UP INSTRUCTIONS

For the MassHealth plans of care that need the verbal SOC date added, you will need to delete the existing plan of care. Click the Delete button in the lower left. **Make sure you are in the correct plan of care!** If the plan of care has already been sent and/or signed, this will remove all existing signatures, cancel the original order, and send a new order.

Next, click the Start a New Plan button and select the Home Health Plan of Care type.

If this is the Start of Care visit, the certification period should populate automatically. If you are re-creating a recert plan of care, you will need to select the correct encounter from the list that pops up by clicking the blue hyperlink with the recert assessment.

A warning will appear. Verify the information is correct, then click Accept.