



## IMPORTANT: OP TARGET DATING INFORMATION

### Target Dating Guidance for PT/OT Outpatient Appointment Booking

#### What is a target date?

**Target Date** = The date a member is due for an appointment.

The Target Date varies based on:

- 1) The Visit Category
- 2) Whether the appointment is member-driven or provider-driven.

The Target Date is used to track how long the member has been waiting for an appointment.

#### How is a target date determined?

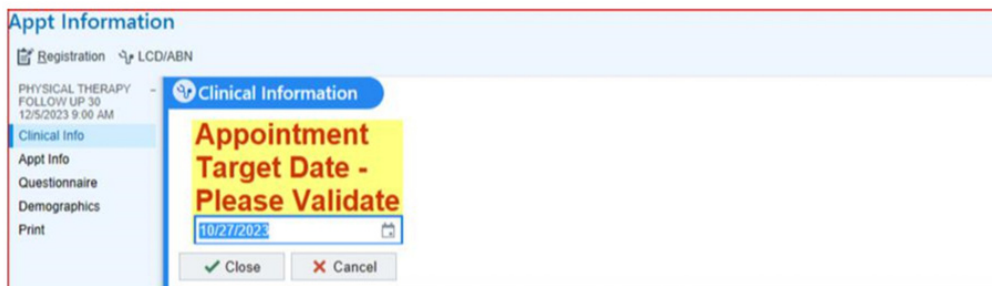
**The target date is based on the plan of care. The plan of care (including frequency and duration) should be based on the clinician's professional judgement in collaboration with the patient.**

#### Why is target dating important?

Target dating is a metric Kaiser Permanente uses to measure whether a patient is able to schedule a follow up appointment within the OT/PT plan of care developed by the therapist.

#### Directions for setting Target Dates in Health Connect:

1. A Physical or Occupational Therapist sees the member for a visit (consult or return). Based on the plan of care, the therapist establishes the target date for the next visit.
  - a. When scheduling a return appointment, it should be scheduled according to the following visit type:
    - i. Follow-up appointment (PTF or OTF) should be scheduled if the therapist wants to see the patient in less than or equal to 8 weeks from today's visit, based on the plan of care.
    - ii. Routine appointment (PTR or OTR) should be scheduled if the therapist wants the patient to return beyond 8 weeks from today's visit, based on the plan of care.
2. The therapist needs to communicate the Target Date or visit type (PTF/OTF/PTR/OTR) to the staff responsible for scheduling the appointment or enter that information if scheduling the appointment themselves. When scheduling the appointment, the target date must be validated and captured accurately in Health Connect in the following field:



Note: In some cases, target date may not be the same as the book date.

3. The above process applies to each successive visit.



# IMPORTANT HIGHLIGHTS

## Continuing Education Money (National Agreement):

Don't forget that the \$3000 annual education money provided for eligible therapists (full time and part time benefitted staff who have completed 90+ days of work) renews January 1st of each year. Of the overall \$3000, therapists may submit up to \$750 for travel, room/lodging expenses for courses, workshops, seminars, professional conferences, and special events taken/attended for continuing education (ie- CEU, PDU, CME) to advance skills. Travel reimbursement is not available for college undergraduate/graduate degree programs.

## Credited Years of Service (Article 2207)

Credited Service is used to determine the amount of monthly pension benefits. **One year of service = 1800 compensated hours per calendar year.** Prorated Service will be granted for a calendar year with less than 1800 compensated hours.

## Tenure/Step Increase (Article 2003-2004)

Tenure (step) increases for full time therapists, on the base wage schedule, shall become effective on the individual's employment anniversary date except where where adjusted in Article 19 (LOAs) or otherwise denoted in the contract. Part-time and and Per Diem therapists shall receive step increases on the basis of actual hours worked with **2080 hours equivalent to one year.** A Part-time or Per Diem therapist's hours will be capped at 80 hours in a pay period.

## FEBRUARY IS RECREATION THERAPIST MONTH

On behalf of UTSC, we would like to wish a Happy RT Month to all of our amazing Recreation Therapists. We recognize and value all the work you do to improve the health of every patient, every day.



## MEET OUR NEW 2024 UTSC CONTRACT SPECIALISTS

**Christina Perryman:** works OP PT in Riverside. 909-929-5070, utsc.cs@unacuhcp.org  
**Leah Nelson:** IP PT, Zion Hospital, San Diego. 909-929-5889, utsc.cs2@unacuhcp.org  
**John Biggs:** OP PT, Antelope Valley. 909-407-2140, utsc.cs3@unacuhcp.org

You will be sure to see the Contract Specialist assigned to your area throughout the year. Our Contract Specialists are available to round, answer union questions, provide education on our UTSC contract and serve as a resource on UTSC, UNAC/UHCP and the National Agreement.

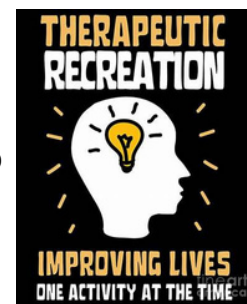


## URGENT! TAKE ACTION AND SIGN THIS VITAL PETITION!

Call on Kaiser Permanente Executives to  
**Wage Up! Staff Up! Partner Up!**

For over a year the Alliance of Healthcare Unions has called on KP to reopen the contract to discuss across the board increases and to solve the staffing crisis.

**Please use the QR code below to sign the petition to urge Kaiser to increase wages and staffing now!**



**PLEASE SEE THE NEXT 2 PAGES FOR THE 2024 UTSC OFFICER AND CONTRACT SPECIALIST ASSIGNMENTS AND CONTACT INFORMATION.**

**UTSC****UNITED THERAPISTS OF SOUTHERN CALIFORNIA****2023 UTSC Contact List**

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