

# Record Keeping Compliance Checklist

NAC 634.435 **Health Care Records** states:

1. In addition to the requirements set forth in [chapter 629](#) of NRS, a licensee shall ensure that the health care records of his patients:

(a) Are clear, legible, complete and accurate;

(b) Remain confidential, where such confidentiality is required by law; and

(c) Contain the following information:

(1) A description of the chief complaint for which the patient sought treatment from the licensee;

(2) Documentation of any significant event that affects the chief complaint of the patient or the general history of the health of the patient; and

(3) An accurate record of the diagnostic and therapeutic procedures that the licensee has employed in providing chiropractic services to the patient, including, without limitation:

(I) Examinations and the results of those examinations;

(II) Diagnoses;

(III) Plans for treatment of the patient, including, without limitation, any changes in those plans and the reasons for those changes;

(IV) Areas of the body of the patient on which the licensee has performed chiropractic adjustments;

(V) Dates on which the licensee provided chiropractic services to the patient; and

(VI) A record of the response of the patient to treatment.

This checklist is provided to assist Nevada licensees in assuring their compliance with chiropractic health care records regulations.

Are clear, legible, complete, and accurate

Have been kept confidential, where such confidentiality is required by law

Must include a description of the chief complaint for which the patient sought treatment from you

Must include documentation of any significant event that affects the chief complaint of the patient

Must include the general history of the health of the patient

Must include an accurate record of the examinations and the results of those examinations

Must include an accurate record of the diagnoses

Must include an accurate record of the plans for treatment of the patient and any changes in those plans and the reasons for those changes

Must include an accurate record of the areas of the body of the patient on which you performed chiropractic adjustment

Must include an accurate record of the dates on which you provided chiropractic services to the patient

Must include an accurate record of the response of the patient to treatment

Must be kept for at least five (5) years. (Medicare records must be kept for 7 yrs)