

OB CARE

USER GUIDE



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REGISTERING FOR OB CARE

(PART 1a)

Go to obcare.optum.com

IF YOU ALREADY HAVE AN OPTUM ID:

Click Sign in and use your Optum ID credentials to log in to OBCare.

After logging in, you will see a page asking you to “Complete Your Registration” by signing up for a clinic. Your user account is tied to a clinic, which allows you to see the patient records for patients within your clinic (or if you are solely an admin, to manage the users for your clinic).

Use the search bar to search for your clinic. Select your clinic.

Your account will be pending until your clinic admin approves your access and assigns your access level.

OPTUM | OB Care

Support Sign In Register

COMPLETE YOUR REGISTRATION

Please select the clinic you belong to:

Clinic
Search by Clinic Name, Street Address, or zip code. You must enter at least two characters.

Can't find your clinic? [Contact Us](#)

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[Terms of Use](#) [Privacy Policy](#)

REGISTERING FOR OB CARE

(PART 1b)

Go to obcare.optum.com

IF YOU DO NOT HAVE AN OPTUM ID:

Click Register. You will be directed to Optum ID where you will need to make an Optum ID account.

Check your inbox for the email address you used to register. You will receive an email that will ask you to activate your Optum ID. Click “Activate.”

This will bring you back to Optum ID. Now click “Continue.”

Click “Agree” to allow Optum ID to share your user credentials with OB Care. This allows you to use your Optum ID to sign into OB Care.

You will be signed into OB Care automatically (just this time), and you will see a page asking you to “Complete Your Registration” by signing up for a clinic. This will allow you to see the patient records for patients within your clinic.

Use the search bar to search for your clinic. Select your clinic.

Your account will be pending until your clinic admin approves your access and assigns your access level.

OPTUM | OB Care

Support Sign In Register

Your Partners in Pregnancy

Our online obstetrical assessment tool helps improve outcomes for pregnant mothers.

LEARN MORE

GET STARTED

Create an account
New users must register with the site for a secure Optum ID login.

REGISTER

Returning users
If you registered with our old website, your Optum ID will still work.

SIGN IN

OPTUM | ID

Help

Create an Optum ID

An Optum ID securely manages your account so that you can use one Optum ID and password to sign in to all integrated applications.

Already have an Optum ID? Sign in now

Profile Information

First name

Last name

Year of birth

Sign In Information

Your email address

Create Optum ID

Your Optum ID must have:

- 8 to 50 characters
- At least one letter
- No spaces
- No letters with accents
- None of these symbols % * & | \ ^ * () } = > # , / () : ' * ~

Create password

Your password must have:

- 8 characters or more

REGISTERING FOR OB CARE

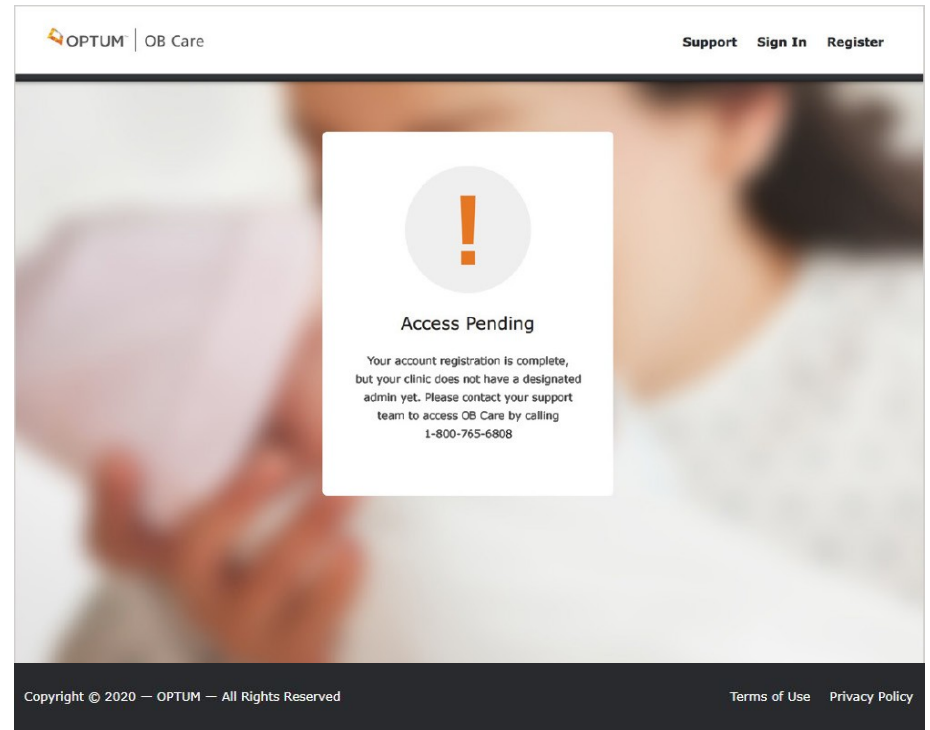
(PART 2)

Even if your clinic does not have a clinic admin, follow the previous steps on pages 3 or 4 for Optum ID registration.

After using search bar to search for and select your clinic, you may see a message describing that your registration is complete but your clinic does not have a designated admin yet.

This means that you are the first person to sign up for OB Care in your clinic and we will need to verify your account.

To continue with OB Care registration, contact OB Care Support.

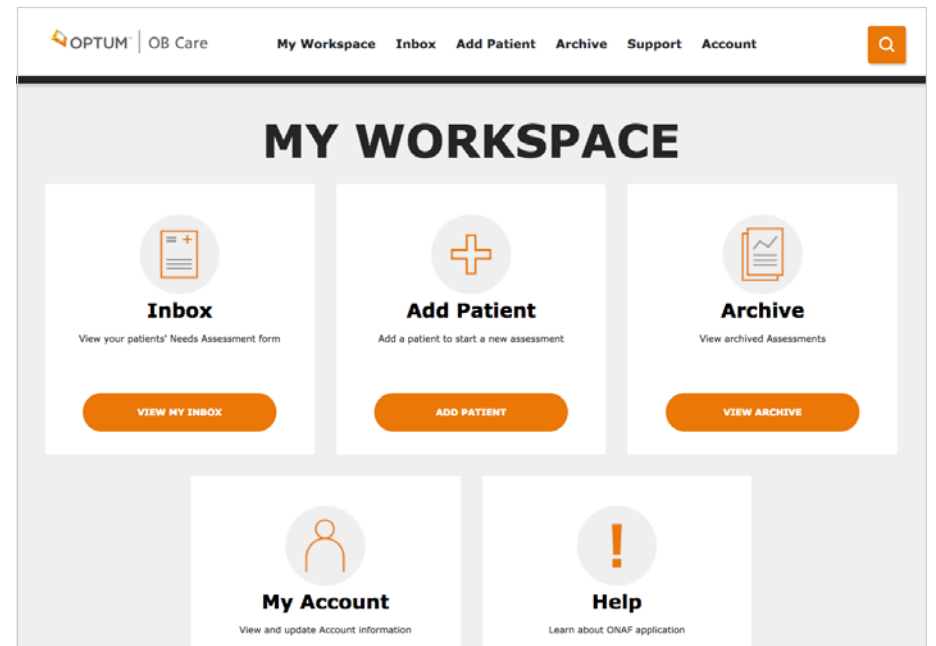
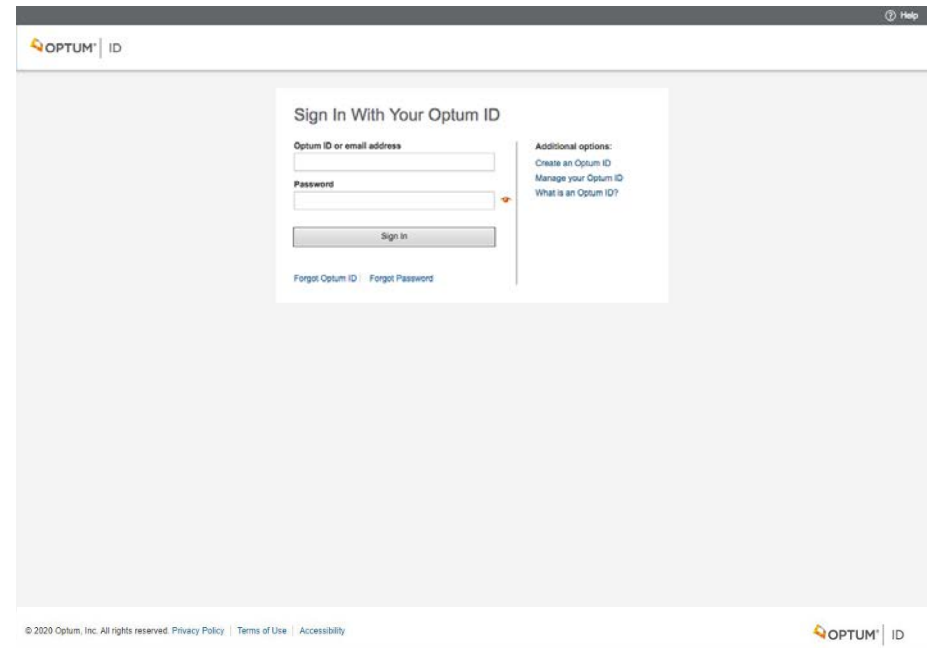


SIGNING IN TO OB CARE

Go to obcare.optum.com

Click Sign In and use your Optum ID credentials to log in to OB Care.

After signing in, you will land on My Workspace.



MY WORKSPACE

1. NAVIGATION LINKS

Select any of the navigation links on the top header to go to the respective section of the application.

2. TILES

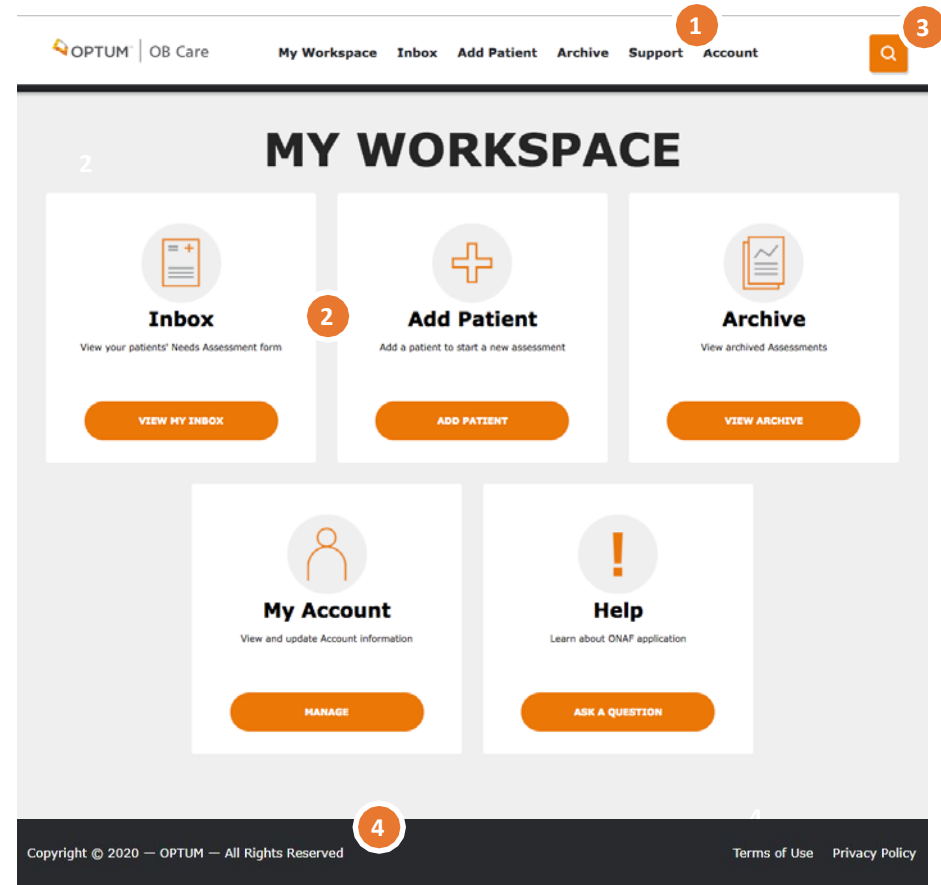
Select any of the tiles on the Workspace and you will also get to the respective section of the application.

3. SEARCH

Select the button for 'Search' to navigate to the Search screen where you can search for a patient record.

4. FOOTER

Use the footer to navigate to the Terms and Conditions and the Privacy Policy.



SEARCH

Click the search icon in the top left corner of the workspace.

1. SEARCH CRITERIA

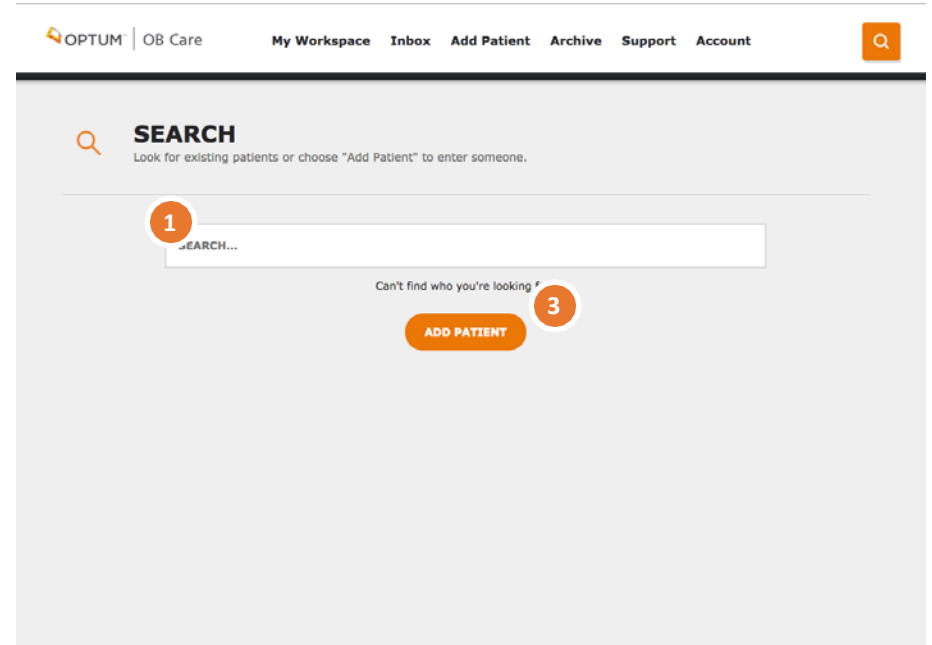
Enter a patient name in the Search box. Hit enter to return the results.

2. SEARCH RESULTS

Navigate through search results to find the desired patient and select to enter the patient's record.

3. ADD PATIENT

If the patient record you searched for does not exist, you can add the patient by clicking the Add Patient button.



INBOX

Click the 'Inbox' navigation link at the top of the page, or from 'My Workspace' select the title 'Inbox'

NOTE : if you are new to the OB Care tool, the Inbox will look blank until you have created your first patient record.

1. FILTERS

Filter works separately from search. You can select a filter from the dropdown list.

2. PATIENT LIST

Patient List default is All Patients and shows 10 patients per page, but this can be narrowed down by a filter or search.

3. PATIENT LIST NAVIGATION

The Next and Back button allow you to navigate through the Patient List (up to 10 patients displayed per page).

4. EDITING A PATIENT FORM

To enter a patient form and start making changes, click the pencil icon.

5. VIEWING A PATIENT FORM

To simply view a patient record, click the document icon from the Inbox and you can view a preview of the form submission to the MCO.

OPTUM | OB Care My Workspace Inbox Add Patient Archive Support Account

INBOX
View your Patients' Needs Assessment Form.

Showing 1 - 1 of 1 10

ADD FILTER 1

FULL NAME	DOB	MEMBER MAID	SUBMITTED BY	SUBMITTED DATE	LAST VISIT TYPE	STATUS	ACTION
Jane Doe	1/8/1992	485930239	--	--	Prenatal	In Progress	5 4

2 3 4 5

BACK NEXT

Page 1 of 1

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ADD PATIENT

Click the 'Add Patient' navigation link at the top of the page, or from 'My Workspace' select the tile 'Add Patient'

1 . ADD PATIENT

Enter 'First Name,' 'Last Name,' 'MCO Member ID' and 'DOB.'

2 . SUBMIT OR CANCEL

Click Submit to continue filling out the ONAF for a visit or click Cancel to void adding the patient.

The screenshot shows the 'ADD PATIENT' form in the OPTUM OB Care system. The form is titled 'ADD PATIENT' in an orange header. It contains four input fields: 'First Name', 'Last Name', 'MCO Member ID', and 'DOB'. The 'DOB' field has a placeholder 'mm/dd/yyyy'. A red circle with the number '1' is positioned over the 'First Name' field. Below the form are two buttons: a dark grey 'CANCEL' button and an orange 'SUBMIT' button. A red circle with the number '2' is positioned over the 'SUBMIT' button. The top navigation bar includes 'OPTUM | OB Care', 'My Workspace', 'Inbox', 'Add Patient', 'Archive', 'Support', and 'Account', along with a search icon.

VISIT TYPES

1 . SELECT A VISIT

Select the visit (First Prenatal, 28-32 Week, Postpartum, or an additional Risk Visit) for which the ONAF is being submitted.

2 . FILLING OUT THE FORM

You can go to the individual sections of the form by clicking the associated button. Once the required information is collected, the button will appear green, to show the completed status.

PLEASE NOTE: Date display on Risk Form page is the date when User started to fill out the form and not the date when patient had the risk visit.

OPTUM | OB Care My Workspace Inbox Add Patient Archive Support Account

Please Select a Visit
Member Overview

JANE DOE
DOB: 1/8/1992 Age: 25
MCO Member ID: 485930239
Archive patient

FIRST PRENATAL 28-32 WEEK RISK POSTPARTUM

1 MEMBER INFORMATION
2 GENERAL HEALTH
3 DEPRESSION & TOBACCO
4 PAST OB COMPLICATIONS
5 CURRENT RISKS
6 HEALTH CONDITIONS
7 SOCIAL, ECONOMIC, LIFESTYLE
8 ADDITIONAL NOTES
9 REVIEW FORM

FILLING OUT A FORM

MEMBER INFORMATION

1. MEMBER INFORMATION

Complete member information section.

2. SELECTING THE MCO

This is an important step in filling out the form. You will need to select the patient's MCO correctly, as this will determine where the ONAF will be sent when you submit it electronically through this website.

3. SAVE DATA

Click 'Save and Continue' button to save the data.

4. SECTION STATUS

As forms are completed, you can check status by scrolling through the menu of forms at the top of the page.

After the section has been satisfactorily completed, the section will appear green. If it has not been completed, it will appear black or gray.

The screenshot shows the 'MEMBER INFORMATION' form in the OPTUM OB Care system. The form is currently in a gray state, indicating it is not yet completed. The form is titled '1 MEMBER INFORMATION' and 'First Prenatal'. The form fields are as follows:

First Name	Jane		Last Name	Doe	
DOB	1/8/1995		Home Phone		
Alternate Phone			Languages		
Provider Promise ID			Member's Health Plan	2	
MCO Member ID	123456789		MAID#		

The 'SAVE AND CONTINUE' button is highlighted with a red circle 3. The navigation menu at the top shows steps 1-4, with step 1 highlighted. The patient overview card shows the patient's name, DOB, Age, MCO Member ID, and Archive patient status.

FILLING OUT A FORM

GENERAL HEALTH CONDITIONS

1. GENERAL HEALTH

Complete all fields in this section with applicable information

NOTE: Putting the cursor in some fields will display a pop up with tips on what information to enter in the field.

2. SAVE DATA

Click the 'Save and Continue' or 'Back' button to save the data and navigate to the previous section [Back] or the next section [Save and Continue].

3. SECTION STATUS

As sections are completed, you can check status by scrolling through the menu of forms at the top of the page. After the section has been satisfactorily completed, the section will appear green. If it has not been completed, it will appear black or gray.

OPTUM | OB Care My Workspace Inbox Add Patient Archive Support Account

JANE DOE
DOB: 1/8/1995 Age: 25
MCO Member ID: 123456789
Archive patient

MEMBER OVERVIEW

2 GENERAL HEALTH CONDITIONS First Prenatal

Hospital for Delivery 1st Prenatal Visit Healthy Beginnings Plus Member
Best EDC By LMP By US US Date GA at 1st Visit

Gravida FT PT SAB TAB Living

Height (in inches) Weight (in lbs) BMI

Influenza Vaccine Date Influenza Vaccine
Gestational Wk at Tdap Admin

Consent signed

SAVE AND CONTINUE

BACK

FILLING OUT A FORM

DEPRESSION AND TOBACCO

1. DEPRESSION AND TOBACCO

Check 'Yes' or 'No' to answer the three questions in this section. If you check 'Yes' to answer the question, additional information is required. See below for details.

2. DEPRESSION PRESENT?

Check 'Yes' if depression is present. If not, check 'No.' If you check 'Yes' additional information is required. For details, see page 15.

3. TOBACCO USE?

Check 'Yes' if the patient uses tobacco. If not, check 'No.' If you check 'Yes' additional information is required. For details, see page 16.

4. EXPOSURE TO ENVIRONMENTAL SMOKE?

Check 'Yes' if the patient has been exposed to environmental smoke. If not, check 'No.' If you check 'Yes' additional information is required. For details, see page 17.

5. SAVE DATA

Click the 'Save and Continue' or 'Back' button to save the data and navigate to the previous section [Back] or the next section [Save and Continue].

6. SECTION STATUS

As sections are completed, you can check status by scrolling through the menu of forms at the top of the page. After the section has been satisfactorily completed, the section will appear green. If it has not been completed, it will appear black or gray.

The screenshot displays the OPTUM OB Care interface for patient TEST1 ALEXANDER. At the top, the navigation bar includes 'OPTUM | OB Care', 'My Workspace', and a menu with sections 1 through 6. Section 1, 'DEPRESSION & TOBACCO', is highlighted in black, while sections 5 and 6 are green. A 'MEMBER OVERVIEW' card on the right shows patient details: TEST1 ALEXANDER, DOB: 1/21/2004, Age: 16, MCO Member ID: 1234abcd, Health Plan: United Healthcare, and 'Archive patient'. The main form area is titled '3 DEPRESSION AND TOBACCO' and 'First Prenatal'. It contains three sections: 'Depression Present?' with 'Yes' and 'No' radio buttons, 'Tobacco Use?' with 'Yes' and 'No' radio buttons, and 'Exposure to Environmental Smoke?' with 'Yes' and 'No' radio buttons. At the bottom, there are 'SAVE AND CONTINUE' and 'BACK' buttons.

FILLING OUT A FORM

DEPRESSION AND TOBACCO— DEPRESSION SCREEN

1. Depression Present?

If you checked 'Yes' for the 'Depression Present?' question, you will see this screen and must complete the following information.

2. Result

Check the 'Positive' or 'Negative' box.

3. Validated Depression Tool Used?

Select the depression tool used from the 'Select Depression Tool' dropdown. Enter the date the tool was administered and the Depression Screen Score.

4. Referral?

If a depression referral has been made, check the 'Yes' box and enter the referral Follow-Up Date. If not, check the 'No' box.

The screenshot shows the OPTUM OB Care interface. At the top, there are navigation links: My Workspace, Inbox, Add Patient, Archive, Support, and Account. A user profile card for TEST1 ALEXANDER is visible, showing DOB: 1/21/2004, Age: 16, PICO Member ID: 1234abcd, Health Plan: United Healthcare, and Archive patient status. A 'MEMBER OVERVIEW' button is below the profile.

The main form is titled '3 DEPRESSION AND TOBACCO' and 'First Prenatal'. It contains the following sections:

- 1 Depression Present?**: A checkbox for 'Yes' is checked, and 'No' is unchecked.
- 2 Result**: Two checkboxes for 'Positive' and 'Negative' are present.
- 3 Validated Depression Tool Used?**: A dropdown menu labeled 'Select Depression Tool' is shown.
- 3 Date Admin**: A date input field with a calendar icon.
- 3 Depression Screen Score**: A text input field.
- 4 Referral?**: Two checkboxes for 'Yes' and 'No' are present.
- 4 Follow-Up Date**: A date input field with a calendar icon.
- Tobacco Use?**: A partially visible section at the bottom.

FILLING OUT A FORM

DEPRESSION AND TOBACCO—TOBACCO USE

1. Tobacco Use?

If you checked 'Yes' for the 'Tobacco Use?' question, you will see this screen and must complete the following information.

2. Average Number of Cigarettes

Enter the number of cigarettes in Pre-Pregnancy and the 1st, 2nd and 3rd Trimesters as appropriate. Each pack of cigarettes = 20 cigarettes.

3. Tob. Counseling Offered?

Check 'Yes' if Tobacco Counseling has been offered. Check 'No' if it has not been offered.

4. Tob. Counseling Received?

Check 'Yes' if Tobacco Counseling has been received. Check "No" if it has not been received.

4. Electronic Cigarettes?

Check 'Yes' if the member uses Electronic Cigarettes. If not, check the 'No' box.

6. NRT offered?

Check 'Yes' if NRT has been offered. Check "No" if it has not been offered.

The screenshot shows a digital form with the following sections and callouts:

- 1. Tobacco Use?**: A green checkmark is in the 'Yes' box. Below it is the text: "Average # of cigarettes smoked/day (if none, enter 0; 1 pack = 20 cigarettes)."
- 2. Average Number of Cigarettes**: Four input fields labeled "Pre-Pregnancy", "1st Trimester", "2nd Trimester", and "3rd Trimester".
- 3. Tob. Counseling Offered?**: Two radio buttons for "Yes" and "No".
- 4. Tob. Counseling Received?**: Two radio buttons for "Yes" and "No".
- 4. Electronic Cigarettes?**: Two radio buttons for "Yes" and "No".
- 6. NRT Offered?**: Two radio buttons for "Yes" and "No".

FILLING OUT A FORM

DEPRESSION AND TOBACCO— ENVIRONMENTAL SMOKE

1. Exposure to Environmental Smoke

Check 'Yes' if the patient has been exposed to environmental smoke. If not, check 'No.' If you check 'Yes' the Counseling for Environmental Smoke? question will appear.

2. Counseling for Environmental Smoke?

Check 'Yes' if the patient has been given counseling for environmental smoke. If not, check 'No.'

The screenshot shows a digital form with two questions. The first question, 'Exposure to Environmental Smoke?', is marked with a red circle containing the number '1'. It has a green checkmark in a box next to 'Yes' and an empty box next to 'No'. The second question, 'Counseling for Environmental Smoke?', is marked with a red circle containing the number '2'. It has empty boxes next to both 'Yes' and 'No'. Below the questions are two buttons: 'SAVE AND CONTINUE' and 'BACK'.

FILLING OUT A FORM

PAST OB COMPLICATIONS

1. PAST OB COMPLICATIONS

Complete all fields on the sections with applicable information

2. You **MUST** check 'No Past OB Complications' **OR** you must check those complications that apply to this patient.

3. OTHER OB COMPLICATIONS

You may add additional information here about other OB Complications the patient has.

4. SAVE DATA

Select the 'Save and Continue' or 'Back' button to save the data and navigate to the previous section [Back] or the next section [Save and Continue].

5. SECTION STATUS

As sections are completed, you can check status by scrolling through the menu of forms at the top of the page.

After the section has been satisfactorily completed, the section will appear green. If it has not been completed, it will appear black or gray.

The screenshot displays the OPTUM OB Care interface. At the top, there is a navigation bar with the OPTUM logo, 'OB Care', and links for 'My Workspace', 'Inbox', 'Add Patient', 'Archive', 'Support', and 'Account'. Below this is a secondary navigation menu with numbered tabs: 4 (PAST OB COMPLICATIONS), 5 (CURRENT RISKS), 6 (HEALTH CONDITIONS), and 7 (SOCIAL, ECONOMIC, LIFESTYLE). A patient profile card for JANE DOE is visible, showing her DOB (1/8/1995), Age (25), MCO Member ID (123456789), and an 'Archive patient' link. The main form area is titled '4 PAST OB COMPLICATIONS' and 'First Prenatal'. It contains a sub-header: 'Identifies members whose past complications increase their risk for current problems; If member has had no Past OB Complications, check No Past OB Complications in section header.' Below this is a section with a '2' in a circle next to a checkbox for 'No Past OB Complications'. To the right of this checkbox is a 'MEMBER OVERVIEW' button. The main form area contains two columns of checkboxes for various complications: Postpartum Depression, Hx of DVT/PE, Cervical Insufficiency, Pregnancy Induced Hypertension (PIH), Preterm Labor/Delivery < 32 weeks, Fetal Demise/Hx 2nd/3rd Tri Loss, RH Incompatibility, Gestational Diabetes, IUGR, Premature ROM, Preterm Labor/Delivery 32-36 weeks, and Previous C-Section. A '2' in a circle is placed next to the 'Cervical Insufficiency' checkbox. Below these checkboxes is a text field labeled 'Other Past OB Complications:' with a '3' in a circle next to it. At the bottom of the form are two buttons: 'SAVE AND CONTINUE' and 'BACK', with a '4' in a circle next to the 'SAVE AND CONTINUE' button.

FILLING OUT A FORM

CURRENT RISKS

1. CURRENT RISKS

Complete all fields in the section with applicable information.

2. You **MUST** check 'No Current Risks' **OR** you must check those risks that apply to this patient.

3. OTHER CURRENT RISKS

You may add additional information here about other Current Risks the patient has.

4. SAVE DATA

Click the 'Save and Continue' or 'Back' button to save the data and navigate to the previous section [Back] or the next section [Save and Continue].

5. SECTION STATUS

As sections are completed, you can check status by scrolling through the menu of forms at the top of the page.

After the section has been satisfactorily completed, the section will appear green. If it has not been completed, it will appear black or gray.

OPTUM | OB Care My Workspace Inbox Add Patient Archive Support Account

JANE DOE
DOB: 1/8/1995 Age: 25
MCO Member ID: 123456789
Archive patient

MEMBER OVERVIEW

5 CURRENT RISKS First Prenatal

Identifies potential risks for adverse outcomes: If member has had no Current Risks, check No Current Risks box in section header.

No Current Risks

Hx Leep/Cone Biopsy

Late and/or Inconsistent Prenatal Care	1st Tri	2nd Tri	3rd Tri
Abnormal Ultrasound	1st Tri	2nd Tri	3rd Tri
Abnormal Placenta	1st Tri	2nd Tri	3rd Tri
Gestational Diabetes	1st Tri	2nd Tri	3rd Tri
2nd/3rd Trimester Bleeding		2nd Tri	3rd Tri
Multiple Gestation			
Pericardial Disease	1st Tri	2nd Tri	3rd Tri

Cervical Insufficiency

Other Current Risks:

SAVE AND CONTINUE

BACK

FILLING OUT A FORM

ACTIVE HEALTH CONDITIONS

1. ACTIVE HEALTH CONDITIONS

Complete all fields on the form with applicable information.

2. You **MUST** check 'No Active Medical/Mental Health Conditions' **OR** you must check 'Yes' or 'No' for those risks that apply to this patient.

3. OTHER CONDITIONS

You may add freeform text here about other Conditions the patient has.

4. SAVE DATA

Select the 'Next' or 'Back' button to save the data and navigate to the previous form [Back] or the next form [Next].

5. SECTION STATUS

As sections are completed, you can check status by scrolling through the menu of forms at the top of the page.

After the section has been satisfactorily completed, the section will appear green. If it has not been completed, it will appear black or gray.

The screenshot shows the 'Active Health Conditions' form in the OPTUM OB Care system. At the top, there is a navigation bar with 'OPTUM | OB Care' and a search icon. Below this is a 'My Workspace' section with a menu of steps: 1 (Health Conditions), 2 (Social, Economic, Lifestyle), 3 (Additional No.), 4 (Review Form), 5 (Review Form), 6 (Active Health Conditions), 7 (Social, Economic, Lifestyle), 8 (Additional No.), and 9 (Review Form). A patient overview card for 'JANE DOE' (DOB: 1/8/1992, Age: 25, MCO Member ID: 485930239) is visible. The main form title is '6 ACTIVE HEALTH CONDITIONS' with a sub-header 'First Prenatal'. The form instructions state: 'Identifies medical/mental health condition related to the mother; If member has had no Active Medical/Mental Health Conditions, check No Active Medical/Mental Health Conditions box in section header. For the following conditions, list specific disease type(s): Autoimmune, Cardiac, Hepatitis, Renal, Sickle Cell, STD, Thyroid. For all others, check Y/N.'

The form contains a table for recording conditions:

	Yes	No	If Yes, details:
<input type="checkbox"/> No Active Medical/Mental Health Conditions			
Autoimmune Disease(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
Anemia Hb < 10	<input type="checkbox"/>	<input type="checkbox"/>	
Asthma	<input type="checkbox"/>	<input type="checkbox"/>	
Cardiac Disease	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
Chronic Hypertension, Pregestational	<input type="checkbox"/>	<input type="checkbox"/>	
Diabetes, Pregestational	<input type="checkbox"/>	<input type="checkbox"/>	
Hepatitis (If Yes, Indicate Type)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
Hepatitis Treated	<input type="checkbox"/>	<input type="checkbox"/>	
Thyroid Treated	<input type="checkbox"/>	<input type="checkbox"/>	
Other Conditions:	<input type="text"/>		

At the bottom of the form, there are 'BACK' and 'NEXT' buttons. The footer contains 'Copyright © 2020 — OPTUM — All Rights Reserved' and 'Terms of Use | Privacy Policy'.

FILLING OUT A FORM

SOCIAL, ECONOMIC, LIFESTYLE CONDITIONS

1. SOCIAL, ECONOMIC, LIFESTYLE CONDITIONS

Complete all fields in the section with applicable information

2. You **MUST** check 'No Social, Economic, Lifestyle Conditions' **OR** you must check those risks that apply to this patient.

3. SUBSTANCE USE SCREEN

For details on the Substance Use Screen section, see page 22 of this user guide.

4. SAVE DATA

Click the 'Save and Continue' or 'Back' button to save the data and navigate to the previous section [Back] or the next section [Save and Continue].

5. SECTION STATUS

As sections are completed, you can check status by scrolling through the menu of forms at the top of the page.

After the section has been satisfactorily completed, the section will appear green. If it has not been completed, it will appear black or gray.

The screenshot displays the OPTUM OB Care interface. At the top, there is a navigation bar with links for My Workspace, Inbox, Add Patient, Archive, Support, and Account. A user profile for TEST1 ALEXANDER is shown in the top right corner, including DOB, Age, MCO Member ID, and Health Plan. Below the navigation bar, a menu of forms is visible, with 'SOCIAL, ECONOMIC, LIFESTYLE CONDITIONS' highlighted in orange and marked with a red circle '1'. The main form area is titled '7 SOCIAL, ECONOMIC, LIFESTYLE CONDITIONS' and 'First Prenatal'. It contains a section for 'No Social, Economic, Lifestyle Conditions' with a red circle '2' next to the checkbox. Below this are several risk assessment sections, each with a 'Hx' checkbox and three triage columns (1st Tri, 2nd Tri, 3rd Tri):

- Mental / Physical / Sexual Abuse
- Special Needs/Challenges
- Housing Insecurity (with a red circle '2' next to the checkbox)
- Food Insecurity
- Substance Use Disorder

At the bottom of the form, there is a 'Substance Use Screen?' section with a red circle '3' next to the 'Yes' checkbox. Below the form are two buttons: 'SAVE AND CONTINUE' (with a red circle '4' next to it) and 'BACK'. The footer contains copyright information and links for Terms of Use and Privacy Policy.

FILLING OUT A FORM

SOCIAL, ECONOMIC, LIFESTYLE CONDITIONS — SUBSTANCE USE SCREEN

1. SUBSTANCE USE SCREEN

If you check 'Yes' for 'Substance Use Screen' you must complete all fields in the section with applicable information.

2. SUBSTANCE USE SCREEN TOOL

Identify the screening tool used, the date the screening was administered and the score.

3. SUBSTANCE USE SCREEN REFERRAL

If a referral was made due to the substance use screen, check the 'Yes' box and the Follow-Up Date for the referral. If a referral was not made, check the 'No' box.

4. SAVE DATA

Click the 'Save and Continue' or 'Back' button to save the data and navigate to the previous section [Back] or the next section [Save and Continue].

The screenshot shows a digital form for a substance use screen. It is divided into four numbered sections:

- 1. Substance Use Screen?**: A radio button for 'Yes' is selected (indicated by a green checkmark), and the 'No' radio button is unselected.
- 2. Validated Substance Tool Used?**: A dropdown menu is open, showing 'Validated Substance Tool Used?'. To its right are two date input fields: 'Date Admin' and 'Score'.
- 3. Referral?**: Two radio buttons are present, 'Yes' and 'No', both of which are unselected. To the right is a date input field labeled 'Follow-Up Date'.
- 4. SAVE AND CONTINUE**: A large, dark button with white text, located below the form fields.

Below the 'SAVE AND CONTINUE' button is a smaller, dark button with white text labeled 'BACK'. At the bottom of the form, there is a dark footer bar containing the text 'Copyright © 2020 — OPTUM — All Rights Reserved' on the left and 'Terms of Use Privacy Policy' on the right.

ADDITIONAL NOTES

These sections are exclusive to OB Care and allow the physician or provider to add additional information that is not explicitly asked in the ONAF.

In the Current Risks or Active Conditions sections, or in the separate Notes section, you will find the option to add freeform notes.

1. ADD NOTE

Select the button to 'Add Note' if you have more information regarding the member that is not already captured within the forms.

2. SUBJECT AND CONTENT

Once you click 'Add Note' enter a Subject for the note that is easily recognizable and the content of the note.

3. ADD ANOTHER NOTE

Add another note as applicable and follow the same steps as outlined in Step #2 above.

4. SAVE DATA

Click the 'Save and Continue' or 'Back' button to save the data and navigate to the previous section [Back] or the next section [Save and Continue] to review the final form.

The screenshot shows the top navigation bar with 'OPTUM | OB Care' and links for 'My Workspace', 'Inbox', 'Add Patient', 'Archive', 'Support', and 'Account'. A user profile for 'JANE DOE' is visible, including DOB (1/8/1995), Age (25), and MCO Member ID (123456789). Below the navigation, there are tabs for 'HEALTH CONDITIONS', 'SOCIAL, ECONOMIC, LIFESTYLE', 'ADDITIONAL NOTES', and 'REVIEW FORM'. The 'ADDITIONAL NOTES' tab is active, and the 'ADD NOTE' button is highlighted with a red circle and the number 1.

The screenshot shows the 'ADDITIONAL NOTES' section for 'First Prenatal'. The 'Subject' and 'Content' input fields are highlighted with red circles and the number 2. The 'ADD ANOTHER NOTE' button is highlighted with a red circle and the number 3. The 'SAVE AND CONTINUE' button is highlighted with a red circle and the number 4.

REVIEWING AND SUBMITTING A FORM

After completing the form, review the form before submitting.

1. REVIEW THE FORM FOR ACCURACY

Review the data entered on previous screens to ensure accuracy and completeness.

2. EDIT FORM

After review of the completed form, if any changes are needed, these can be done by navigating back via the section status menu and selecting the appropriate section.

3. ATTESTATION

Select the box to attest that the information is true and correct to the best of your knowledge.

4. SUBMIT

Once all information is validated and attestation is checked, click the 'Submit' to send the form to the selected MCO. Text above the submit button will remind you once more to which MCO this form will be submitted. After clicking submit, you are automatically returned to the home page and a message displays at the top indicating the form has been submitted.

5. PRINTING THE FORM

If you wish to print the form, you may do so at the end, by clicking the Print button.

NOTE: Any "additional notes" added in the additional notes section will be submitted with the form. It will not appear on the form but on an additional page.

The screenshot displays the 'REVIEW FORM' step in the OPTUM OB Care system. The top navigation bar includes 'OPTUM | OB Care', 'My Workspace', 'Inbox', 'Add Patient', 'Archive', 'Support', and 'Account'. A patient profile for 'TEST2 ALEXANDER' is visible, showing DOB: 1/19/1978, Age: 42, MCO Member ID: 0123zyxw, and Health Plan: AmeriHealth Caritas PA. The main content area is titled '9 REVIEW FORM' and 'First Prenatal'. The central form is the 'OBSTETRICAL NEEDS ASSESSMENT FORM (ONAF)', which includes sections for 'OB/GYN Office Information', 'Member's Information', 'Prenatal History', 'Current Risks', and 'Active/Medical/Mental Health Conditions'. The form contains numerous checkboxes and input fields for data entry. At the bottom of the form, there is an attestation statement: 'I affirm that the information submitted is valid and is part of the patient's medical record.' Below this, there are buttons for 'PRINT' and 'SUBMIT'. The 'SUBMIT' button is highlighted with a red circle and the number 4. The 'PRINT' button is highlighted with a red circle and the number 5. A red circle with the number 3 is placed over the attestation statement. A red circle with the number 1 is placed over the top right corner of the form area. A red circle with the number 2 is placed over the 'REVIEW FORM' section in the navigation menu.

ARCHIVING A PATIENT

If a patient record for any reason must be moved from the inbox (e.g. transferred care to another clinic, miscarriage, pregnancy terminated) you can choose to archive the patient. This will move them into the Archive section of the application.

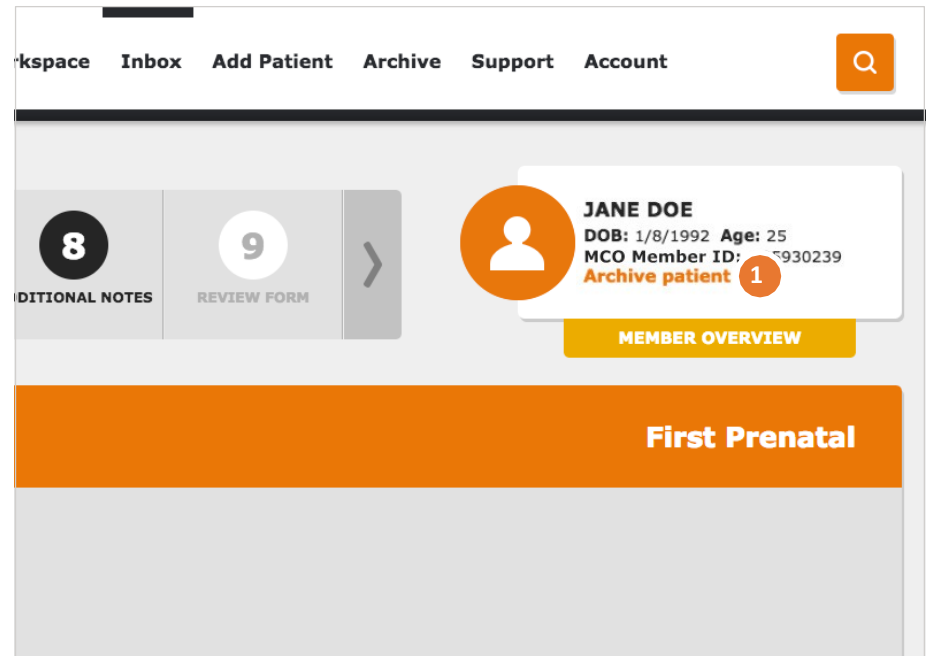
The archive section contains all patient records that have been archived, and those patient records that have been completed for the entire pregnancy (including the post-partum form).

1. TO ARCHIVE A PATIENT RECORD:

Click on the patient record from the Inbox. In the mini-profile on the upper right, click “Archive patient.”

You will be asked to select the reason for archiving the patient before clicking submit.

This will move the patient record to the archive.



ARCHIVE

1. ARCHIVE

Use the 'Archive' navigation link at the top of the page, or from 'My Workspace' click the tile 'Archive.'

If a patient has discontinued their care at the clinic, had a miscarriage, completed the pregnancy, or for any other reason their record needs to be removed from the inbox, you move them to the Archive. You cannot edit a patient again after it has been archived, this is a permanent action. In the archive, you may view these archived patient records.

This feature may also be used in the event that there is an error which caused the ONAF to be returned back to the provider. The provider may archive the patient and create a patient to submit the correct visit type with the needed changes.

The filters, numbers of results and pages work in the same way as the Inbox.

To view an archived patient record, click the document icon.

ARCHIVE
View Reporting on active and completed Assessments

ADD FILTER

Showing 1 - 1 of 1 10

FULL NAME	DOB	MEMBER MAID	SUBMITTED BY	SUBMITTED DATE	LAST VISIT TYPE	STATUS	ACTION
Jane Doe	1/8/1992	485930239	--	--	Prenatal	Canceled	

BACK NEXT

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DATA CARRYOVER BETWEEN VISITS

One benefit of submitting your ONAFs through this application is that the data carries over between visits. This eliminates the need to copy over information each time you submit a patient's ONAF.

After submitting an ONAF (e.g., the First Prenatal ONAF) the subsequent form will be pre-populated with the data entered for the previous visit. Any changes to the data can be made, but are not necessary if nothing has changed (e.g., if the patient's phone number has changed, you can correct it. Otherwise you can leave it the same but the effort is spared to re-type it.)

This is the case on all sections of the form, including those that have information for all 3 trimesters (e.g., Current Risks has a check box for each trimester).

The screenshot displays the 'CURRENT RISKS' section of the OPTUM OB Care application. The patient is JANE DOE, 28-32 weeks pregnant. The form is pre-populated with data from a previous visit. The 'CURRENT RISKS' section includes the following items:

- No Current Risks:**
- Hx Leep/Cone Biopsy:**
- Late and/or Inconsistent Prenatal Care:** 1st Tri: , 2nd Tri: , 3rd Tri:
- Abnormal Ultrasound:** 1st Tri: , 2nd Tri: , 3rd Tri:
- Abnormal Placenta:** 1st Tri: , 2nd Tri: , 3rd Tri:
- Gestational Diabetes:** 1st Tri: , 2nd Tri: , 3rd Tri:
- 2nd/3rd Trimester Bleeding:** 2nd Tri: , 3rd Tri:
- Multiple Gestation:** Yes: , No:
- Periodontal Disease:** 1st Tri: , 2nd Tri: , 3rd Tri:

At the bottom, there is a text input field for 'Other Current Risks:' and 'BACK' and 'NEXT' navigation buttons. The footer contains copyright information and links to Terms of Use and Privacy Policy.

FOR THOSE USERS DESIGNATED AS THE CLINIC ADMIN:

From 'My Workspace' click the tile 'Admin.'

The Admin screen allows admins to manage the users within their clinic that will have access to patient data. Only admins will see the "Admin" tile on their workspace. Admins are responsible for approving other users to their clinic.

1. LIST OF USERS IN THE CLINIC

You will see a list of all users, active and inactive in your clinic. This list is color-coded for convenience. To edit a user's permissions, click the pencil icon.

2. ACTIVE/INACTIVE STATUS

To approve a user to work with patient data, change the status from 'Pending' to 'Active.' If a user no longer should be able to log into the tool and be able to access patient data (e.g., left the position), you can change their status to 'Inactive.'

NOTE: Users who have not logged in to their account in 90 days will be set to inactive and must be reactivated by their clinic admin.

3. CHANGING USER ROLES





To change a user's permissions, select one or more user roles.

PROVIDER – can access and edit patient data.

STAFF – can also access and edit patient data.

ADMIN – can approve users to the clinic.

The screenshot shows the 'ADMIN' interface for managing users. At the top, there's a navigation bar with 'OPTUM | OB Care' and links for 'My Workspace', 'Inbox', 'Add Patient', 'Archive', 'Support', and 'Account'. Below the navigation, the 'ADMIN' section is titled 'Manage Users'. There's an 'ADD FILTER' button and a 'Showing 1 - 10 of 80' indicator. A table lists users with columns for NAME, USERNAME, ROLES, EMAIL, CLINIC, STATUS, and an edit icon. A red circle with the number '1' highlights the edit icon for Debra Gordon.

NAME	USERNAME	ROLES	EMAIL	CLINIC	STATUS	
Debra Gordon	anton	SuperAdmin Staff	debra.gordon37@example.com	CENTRAL OUTREACH WELLNESS CENTER	Active	 1
Sheila Jimenez	damien	Provider	sheila.jimenez33@example.com	ABC Medical	Active	
Erik Coleman	gratis	SuperAdmin Admin	erik.coleman62@example.com	Clinic	Active	
Clinton Hernandez	venice		clinton.hernandez@example.com		Pending Not Registered	

The screenshot shows the 'EDIT USER' interface. At the top, there's a navigation bar with 'OPTUM | OB Care' and links for 'My Workspace', 'Inbox', 'Add Patient', 'Archive', 'Support', and 'Account'. Below the navigation, the 'EDIT USER' section is titled 'EDIT USER'. There are four input fields: 'Name' (Debra Gordon), 'UserName' (anton), 'Email' (debra.gordon27@example.com), and 'Status' (Active). A red circle with the number '2' highlights the 'Status' dropdown menu. Below these fields, there's a 'Roles' section with radio buttons for 'Super Admin', 'Admin', 'Provider', and 'Staff' (which is selected). A red circle with the number '3' highlights the 'Roles' section. Below the roles, there's a 'Clinic' dropdown menu showing 'CENTRAL OUTREACH WELLNESS CENTER'. At the bottom, there are 'CANCEL' and 'SUBMIT' buttons.

CONTACT US

From 'My Workspace' hover over 'Support' in the header and click 'Contact Us.'

For issues, problems, or questions relating to the OB Care application:

[1-800-765-6808](tel:1-800-765-6808)

IRD_client_support@optum.com

For questions regarding the form, you may contact DHS.

For any questions specific to an MCO (e.g., reimbursement, maternity programs), please contact the MCOs.

The contact information is provided on this page.

The screenshot shows the top navigation bar of the OPTUM OB Care application with links for My Workspace, Inbox, Add Patient, Archive, Support, and Account. The main content area is titled 'CONTACT US' and provides contact information for general issues, form questions, and MCO-specific inquiries. It lists contact details for various MCOs including AmeriHealth Caritas, Aetna, Gateway Health, Geisinger, and UPMC.

CONTACT US

For issues, problems, or questions relating to the OB Care application:

- 1-800-765-6808
- IRD_client_support@optum.com

For questions regarding the form:

Department of Human Services Bureau of Fee for Service Programs
Attn: Intense Medical Case Management Unit
1006 Hemlock Drive
Willow Oak Building - DGS Annex Complex
Harrisburg, PA 17110-3595
Phone: 1-800-537-8862 or 717-772-6777
Fax: 717-265-8030

MCO Contact Information

For questions regarding the form contact:

Department Of Human Services Bureau Of Fee For Service Programs Attn: Intense Medical Case Management Unit Commonwealth Towers 303 Walnut Street, 9th Floor Harrisburg, PA, 17101 Phone: 1-800-537-8862 Fax: 717-705-8391	AmeriHealth Caritas Northeast - New East Zone Bright Start Program 8040 Carlson Road, Suite 500 Harrisburg, PA 17112 Phone: 1-888-208-9528 Fax: 1-855-809-9205
Health Partners Of Philadelphia Baby Partners Program 901 Market Street, Suite 500 Philadelphia, PA 19107 Phone: 215-967-4690 Fax: 215-967-4492	Aetna Better Health Special Needs Case Management 2000 Market Street, Suite 850 Philadelphia, PA 19103 Phone: 215-282-3521 Fax: 877-683-7354
Gateway HealthSM MOM Matters Program® Four Gateway Center 444 Liberty Avenue, Suite 2100 Pittsburgh, PA 15222-1222 Phone: 1-800-392-1147 Fax: 1-888-225-2360	Keystone First Health Plan Bright Start Program 200 Stevens Drive Philadelphia, PA 19113 Phone: 1-800-521-6867 Fax: 1-877-353-6913
Geisinger Health Plan Family Right From the Start Program 100 North Academy Avenue Danville, PA 17822-3220 Phone: 570-271-5108 Fax: 570-214-1583	United Healthcare for Families Healthy First Steps 2 Allegheny Center, Suite 600 Pittsburgh, PA 15221 Phone: 1-800-599-5985 Fax: 1-877-353-6913
AmeriHealth Caritas Pennsylvania - Lehigh/Capital and New West Zone Bright Start Program 8040 Carlson Drive, Suite 500 Harrisburg, PA 17112 Phone: 1-877-364-6797 Fax: 1-866-755-9935	UPMC Health Plan Maternity Program U.S. Steel Tower 41st Floor 600 Grant Street Pittsburgh, PA 15219 Phone: 1-866-778-6073 Fax: 412-454-8558

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