

3. If the final determination of the committee or group is that further stay is no longer medically necessary, written notification of the finding is given to the facility, the attending physician, and the individual (or where appropriate, his next of kin) no later than 2 days after such final determination is made and, in no event in the case of an extended duration case, later than 3 working days after the end of the extended duration period specified pursuant to paragraph (d) of this section.

**F. Administrative Responsibilities**

F854 SNF (405.1137(f)) (Standard)  MET  NOT MET

F855 The administrative staff of the facility is kept directly and fully informed of committee activities to facilitate support and assistance. (Explain)

**G. Utilization Review Records**

F856 SNF (405.1137(g)) (Standard)  MET  NOT MET

F857 1. Written records of committee activities are maintained.

F858 2. Appropriate reports, signed by the committee chairman, are made regularly to the medical staff, administrative staff, governing body, and sponsors (if any).

F859 3. Minutes of each committee meeting is maintained and include at least:

a. Name of committee.

F860 b. Date and duration of meeting.

F861 c. Names of committee members present and absent.