**Utility Medical Certification Conditions  
Updated 6/2023**

**Internal Staff Process:**

1. **Will verify that the child is our patient and put the MR number on the COMN**
2. **Will verify that the address on the COMN is the same as in EPIC (if not, parents need to verify new address)**

**Providers:**

**General PLEASE have utility account number on form if using ours.**

**Residents with a training licence CANNOT sign the COMN.**

1. All asthmatics

2. All children under 2 years of age (temperature instability and risk   
 of serious long-term adverse effects of utility insecurity)

3. Children with Mental Health Conditions as well as Autism

4. OTHER CHRONIC Medical conditions such as:

Heart disease on meds, Diabetics, Immunodeficiency's/and or on chronic

immunosuppressives, Oncologic conditions, Sickle Cell Disease

5. Failure to Thrive (due to the documented decrease in weight during colder

months of children in utility insecure homes)

6. Special Needs patients

7. Acute conditions that leads to temporary disabilities, s/p hospitalization

(Pneumonia).

8. We **do not call** the utility company, or give the patient a filled form to take to the utility

company. If patient calls you for a utility form and they meet the criteria, fill out our form (GenPeds, MLP) and PLEASE have the utility account number on the form.

9. If faxed, and not very urgent , it takes 1-3 working days for forms to be completed. (unless if patient is being seen for a sick visit or well visit, then a form can be completed at time of visit and faxed to the utility company, just make sure address on chart and form are the same and account number is on our form).

10. After forms are completed and faxed, please give them to Jose (bin) to be filed and logged.

11. If any child is far behind in their follow-up visits or HMVs, please try to have them come into sick clinic for **evaluation and to complete the COMN.**

12. If a child does not meet the criteria, the point attending should call family and potentially coordinate with Social Work.