

TITLE: Migrant/Seasonal Farm Worker (MSFW) Identification, Verification & Documentation

NUMBER: 800.410

POLICY

As a migrant health center, it is the policy of Sea Mar Community Health Centers that all patients who meet the criteria for categorization as migrant or seasonal farmworker are correctly identified and documented in Allscripts Practice Management (PM) application at time of registration at every visit.

POLICY STATEMENTS

1. Patients or family members who work temporarily, seasonally or migrate to work in agriculture, forestry or fisheries as their primary source of income should be correctly identified and documented as farmworkers in PM. This includes all production, processing and support-related activities.
 - a. "Family member" applies to any immediate or extended family member living in the same household (parent, child, siblings, grandparents, cousins, aunts/uncles) as patient.
2. Definition of Agriculture, Forestry and Fisheries include:
 - a. All animal and crop production.
 - i. Crops – Preparing, cultivating, growing and harvesting any commodity **grown on or in** soil.
 1. Includes trees if they are harvested at least every 10 years.
 - ii. Animals – Taking care of any animal for consumption, breeding or fur.
 1. Includes aquaculture, dairy and poultry.
 - b. Includes processing or canning if part of farm operations or adjunct to farms.
 - c. Exceptions include landscaping, slaughterhouses or meat processing plants, trucking/timber industry, fishermen, hunters, and processing plants NOT adjacent to or affiliated with farms.
3. To be identified and documented as a farmworker, agriculture, forestry or fisheries must be **primary source of income**.
4. A farmworker should be classified in one of the three following categories and documented appropriately in Additional Info tab:
 - a. **Migrant**: individual who establishes a temporary home in order to work in agriculture. They **move away or to the area** temporarily.

Effective Date: January 2016

Approved By:

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Exception:

- a. Family members living with aged & disabled migrant farmworker are ONLY categorized as farmworker IF the aged & disabled farmworker is the primary income earner.
7. Every department registering patients in PM must determine a patient's farmworker status and document appropriately in Additional Info tab.
 8. All patient registration form questions pertaining to migrant and seasonal will be changed to reflect the questions in #5 above.
 9. Training on MSFW eligibility, identification and documentation will take place for every employee during new PM training and annual competency training.

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