



Rancho Los Amigos National Rehabilitation Center

Communication Disorders Department -Audiology Policy and Procedure

**SUBJECT: DOCUMENTATION OF BALANCE
SYSTEM ASSESSMENT (VNG)**

**Policy No.: 420
Supersedes: June 1993
Revision Date: February 2022
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PURPOSE

To specify the content of the VNG note.

POLICY

All patients who receive a VNG will have a note written which documents the VNG assessment and findings.

PROCEDURES

Completion of the VNG note is to occur within five working days of an outpatient or inpatient visit. The VNG note will include but is not limited to the following:

1. Identifying information
 - a. Patient name
 - b. Date and time of visit
 - c. Medical Record Number

2. Case History information
 - a. Referral source (i.e. name of physician)

 - b. The note should give a brief synopsis of the history obtained at the time of the initial audiologic assessment or make a reference back to that note. The note should reflect any change in the initial history obtained or any new or additional information that may have become available.

3. Assessment Results/Impressions
 - a. Results will include but are not limited to a listing and interpretation of all ENG subtests administered, such as:
 1. Bithermal Caloric Stimulation
 2. Dynamic Positioning (Dix-Hallpike) test
 3. Positional tests
 4. Gaze test
 5. Saccade test
 6. Ocular Pursuit test
 7. Optokinetic (OPK) test
 8. Failure of Visual Fixation Suppression (FFS) test

EFFECTIVE DATE: June 1993

COUNTY OF LOS ANGELES • DEPARTMENT OF HEALTH SERVICES

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Signature(s) on File.

- b. Results will include a listing of any factors, if applicable, which may have influenced testing results (i.e. neck or back ailments, nausea, or discomfort which prohibited further testing or the patient's inability to follow alerting tasks).

4. Recommendations:

This section should include statements regarding any referrals to be made or recommendations that should be acted upon. These may include but are not limited to:

- a. Audiologic follow-up
- b. ENT follow-up
- c. Referring physician follow-up
- d. Neurology follow-up

5. Signature Blanks

- a. All Audiologic notes must include the Audiologist's signature, credentials, state licensure and certificate of clinical competence.
- b. Clinical fellows must sign reports followed by credential and the initials "CFY". In addition, the clinical fellow's immediate supervisor must co-sign all reports as noted above.