



PASRR IDT meeting documentation

DADS policy update and SimpleCFS™ IDT functionality

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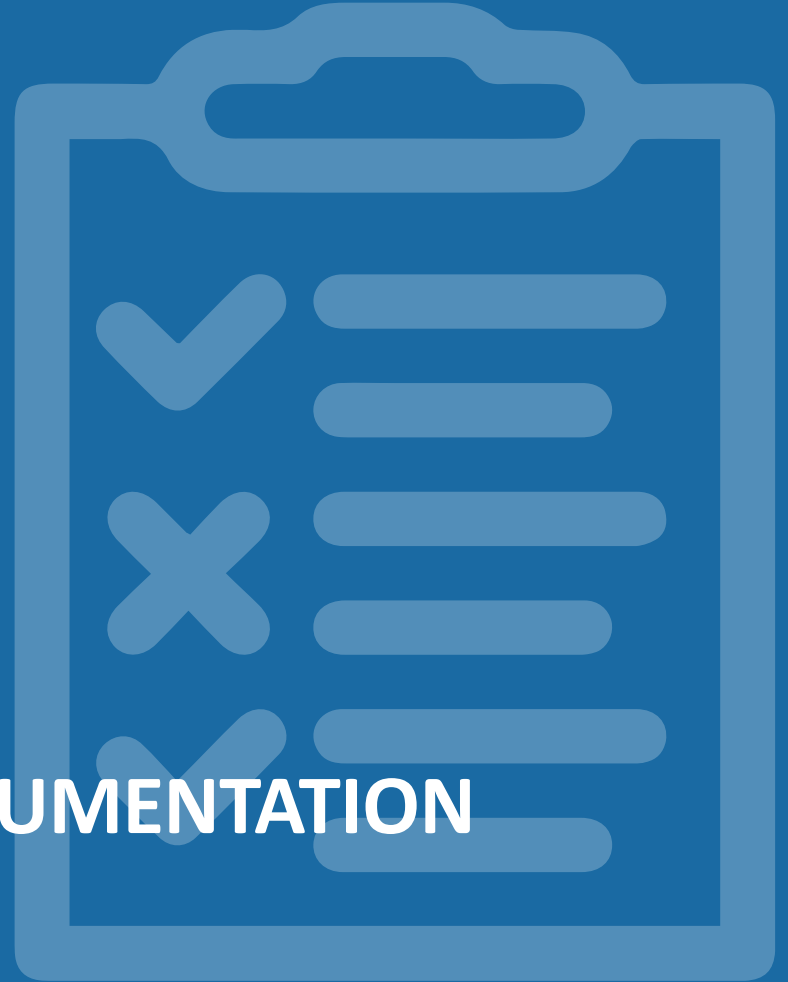
Webinar outline

- IDT meeting documentation requirements (Cathy Belliveau, DADS)
 - What's changing with the IDT and why
 - Policy clarification points
 - After the IDT is entered: Next steps
- SimpleCFS™ IDT functionality (Jason Jones, SimpleLTC)
 - SimpleCFS IDT demo
 - Creating and retrieving IDT forms
 - Upcoming changes to SimpleCFS™
- Q&A



Cathy Belliveau, DADS

IDC MEETING DOCUMENTATION



What's changing with the IDT and why

- LA/LMHA's have been submitting hard copy documentation of the IDT meeting to DADS. This documentation lists the PASRR Specialized Services agreed to during the meeting.
- The IDT is the NF's meeting as part of the PASRR process and must be documented by the NF.
- This process makes sure the NF is in compliance with TAC Rules for PASRR in Chapter 19.2704.
- The new process provides an automated way to record the required IDT documentation.
- It provides the NF with a record of the IDT meeting.
- It provides the LA/LMHA with a record of the meeting and a way to confirm both their attendance and agreement.
- It allows DADS to review the services agreed to by the IDT to track whether or not services are initiated timely.

Policy clarification points

- The IDT should be held **within 14 days** after admission for all individuals with a positive confirmed PE.
[19.2704 (i) (2)]
- An RN from the NF must attend the meeting.
[19.2703 (14)]
- The LA and/or LMHA must be invited by the NF to attend the meeting and their attendance by phone or in person should be documented on the form.
- If the LA/LMHA is invited but does not participate, the NF notifies the DADS PASRR unit.

Policy clarification points (cont.)

- If the LA/LMHA is not invited, the IDT must be repeated.
- All required sections must be filled out in order for the form to successfully submit (in both SimpleCFS and the TMHP portal).
- The IDT form for the PL1 must be completed **within 3 business days** of the meeting.
[19.2704 (i) (5)]

Policy clarification points (cont.)

- The IDT must be completed initially as part of the admission process for PASRR positive individuals.
- The NF must document in SimpleCFS™ (or in TMHP LTC online portal for non-customers), the specialized services the individual is receiving on an annual basis. [19.2704 (i) (8)]
- The IDT must discuss whether or not the individual could benefit from habilitative PASRR services. In the future the automated form will require documentation that this discussion took place.

After the IDT is entered: Next steps

Once the IDT has been entered:

- The LA and/or LMHA will confirm their attendance and agreement with the specialized services on the form.
- If the LA and/or LMHA notice any errors on the form, they have been instructed to contact the NF prior to submitting the form so that errors can be corrected.
- Errors cannot be corrected once the LA/LMHA has submitted their portion of the IDT form.
- The only way to make corrections on the IDT if the LA/LMHA has submitted the IDT is for the NF to enter a new IDT form.



SIMPLECFS™ IDT DEMO



Creating IDT forms in SimpleCFS™

- Select “Create IDT” under Actions menu for resident
 - Only for residents with “PE Confirmed” status
- Red fields are mandatory
- G0200: Date of IDT meeting
 - Must be on or after assessment date and not before most recent IDT (calendar limits you to valid dates)
- G0400: IDT Participants Information
 - First 3 rows mandatory
 - Fields for “Individual” auto-populate
- G0500: Specialized Services Indication
 - If yes, must complete remaining fields

Retrieving IDT forms in SimpleCFS™

- IDT History is listed under resident form view
 - Residents must have “PE Confirmed” status
 - Click resident, look for purple rows
- Click form row to view/print IDT form
- If LA/LMHA has already submitted the form, the only way to make IDT corrections after the is to create a new form



Upcoming additions to SimpleCFS™

- Alerts to notify you when a resident IDT form is required
- MCO prior authorization form
- ICD-10
- Updated report view



QUESTIONS & ANSWERS

Thank you for attending!

For further help:

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