



# Weekly Roundup

*...Reporting the state and national long term care news*

Please disseminate relevant information to the appropriate department.

qAdministration

qNursing

qDietary

qActivities

q Social Services

qRehabilitation

qHousekeeping

q Maintenance

q Laundry

*Friday, September 12, 2014*

## ANHA NEWS

### **ANHA Office Schedule for Annual Convention**

The Alabama Nursing Home Association office will be closed Monday, September 15 through Friday, September 19 for the Annual Convention and Trade Show. The office will re-open at 8:00 a.m. on Monday, September 22. Also, the *Weekly Roundup* will not be published next week.

### **Handouts for Annual Convention**

Handouts for the 2014 ANHA Annual Convention are now available on the Association's website: [www.anha.org](http://www.anha.org). Be sure to download and print these handouts prior to the convention and remember to bring them with you to the convention.

### **ANHA 2014 Activity/Social Services Annual Convention – Make Room Reservations Now!**

Join ANHA as we present the 2014 Activity/Social Services Annual Convention October 22 -24 at The Hyatt Regency Wynfrey Hotel in Birmingham. This year's convention is packed with great educational offerings for ***ALL*** nursing home staff. Continuing education will be offered for activity professionals (14 hours), social workers (14 hours), nursing home administrators (14 hours) and nurses (16.8 hours).

During the convention, we will hold the Annual Activity/Social Services Auxiliary General Business Session and officers will be elected for 2015. The Activity/Social Services Auxiliary Nominating Committee is charged with the task of collecting the names of individuals interested in serving the Auxiliary Association in a leadership role.

The Committee is accepting nominations for the following positions:

- Vice President
- Secretary
- Treasurer

If you are interested in one of the above positions, or if you have additional questions, please contact *Ina Brown* ([ina@tlcnursingcenter.com](mailto:ina@tlcnursingcenter.com)) or *Endya Gibbs* ([egibbs@ballhealth.com](mailto:egibbs@ballhealth.com)). Elections will be held during the General Business Session of the Activity/Social Services Auxiliary Annual Convention on Thursday, October 23 at 8:00 a.m. at The Hyatt Regency Wynfrey Hotel in Birmingham.

### ***Host Hotel Reservations for 2014 Activity/Social Services Convention***

The newly renovated Hyatt Regency Birmingham – The Wynfrey Hotel will be the host hotel for this year’s convention. Reservations can be made by calling the hotel at 800-233-1234, or online at [www.hyattregencywynfrey.com](http://www.hyattregencywynfrey.com) and using code “AAS4”.

The following rates have been negotiated with the Hyatt Regency Birmingham – The Wynfrey Hotel for our 2014 Activity/Social Services Annual Convention Attendees:

- \$140 per Standard/Double Room
- \$170 per Concierge Level Room

Based on space availability, these rates will be offered one day before and following the meeting dates. To ensure availability of reservation space, all participants are encouraged to make their overnight reservations by **OCTOBER 8**. After this date, rooms from our block which are not reserved will be released for general sales to the public and availability cannot be guaranteed. *Please see the attached flyer for more details.*

### **2014 ANHA Owners’ Meeting & Educational Symposium October 26 - 29 – Make Room Reservations Now!**

*Sponsored by:*

American Medical Technologies  
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Starnes Davis Florie, LLP  
Restore Therapy Services

Join ANHA for the 2014 Owners’ Meeting and Educational Symposium. The event will be held October 26 -29 at the Beau Rivage in Biloxi, Mississippi. The annual owners’ meeting and lunch will be held on October 28. ANHA will hold its annual Board Retreat and planning session on October 29.

Overnight group rates have been negotiated with the hotel for this meeting at a rate of **\$98** per night including the resort fee. To make overnight reservations, please contact 888-567-6667 and identify yourself as being part of the Alabama Nursing Home Association. ***The Beau Rivage must receive your reservations by September 26, 2014, in order to receive the special group rate.***

This entire event has been approved for a total of 4.5 hours of continuing education credit for nursing home administrators. *Please see the attached flyer for more details.*

### **Medicaid Cost Reports Due September 15**

The Alabama Nursing Home Association is collecting Medicaid cost reports for analysis by our independent reimbursement consultant, Dave Bishop. As in the past, our reimbursement consultant will provide you a detailed analysis of your costs compared to the costs of other facilities of a similar size. ANHA cannot stress enough the importance of sending in your cost report. In order to negotiate with Medicaid on various issues, we need to have accurate information concerning the profession. This information has proved very beneficial in the past.

Please send a copy of your 2013 Medicaid Cost Report to [kmagdon@anha.org](mailto:kmagdon@anha.org) or by mail to:  
Alabama Nursing Home Association  
4156 Carmichael Road  
Montgomery, Alabama, 36106  
ATTN: Katrina Magdon

## NATIONAL NEWS

### **Important BFCC-QIO Updates and KEPRO Contact Information**

The Centers for Medicare & Medicaid Services (CMS) recently restructured the Quality Improvement Organization (QIO) Program. *The attached letter provides important information regarding these changes and KEPRO's contact information.*

### **CMS S&C Memo Released on MDS 3.0 Discharge Assessments**

The Centers for Medicare and Medicaid Services (CMS) has issued a S&C memo entitled: Completion of Minimum Data Set (MDS) 3.0 Discharge Assessments for Resident Transfers from a Medicare- and/or Medicaid-Certified Bed to a Non-Certified Bed (<http://www.cms.gov/Medicare/Provider-Enrollment-and-Certification/SurveyCertificationGenInfo/Downloads/Survey-and-Cert-Letter-14-43.pdf>).

This memo provides reinforcement of the requirement for MDS 3.0 Discharge assessments to be completed when a resident transfers from a Medicare- and/or Medicaid-certified bed to a non-certified bed, including when housed under the same certified facility. Discharge assessments are required assessments and are critical to ensuring the accuracy of Quality Measures (QMs) and in aiding in resident care planning for discharge from the certified facility.

The memo also informs the RAI User's Manual Version 1.12 is scheduled to be posted to CMS' Nursing Home Quality Initiatives website (<http://www.cms.gov/Medicare/Quality-Initiatives-Patient-Assessment-Instruments/NursingHomeQualityInits/MDS30RAIManual.html>) on or about September 5, 2014.

### **Release of Learning Tool on Building Respect for Lesbian, Gay, Bisexual, Transgender (LGBT) Older Adults**

The Centers for Medicare and Medicaid Services (CMS) has issued a S&C memo related to the release of a learning tool on building respect for Lesbian, Gay, Bisexual, Transgender (LGBT) Older Adults. The training tools are free and targeted for use by long term care providers. There are six on-line training modules, each lasting about 10 minutes. Each addresses the needs and rights of older LGBT adults in long term care. A copy of the S&S memo can be found at: <http://www.cms.gov/Medicare/Provider-Enrollment-and-Certification/SurveyCertificationGenInfo/Downloads/Survey-and-Cert-Letter-14-42.pdf>

### **CMS Revises SNF Certifications and Recertification MLN Article**

The US Department of Health and Human Services, Centers for Medicare & Medicaid Services (CMS) has recently updated its [Medicare Learning Network \(MLN\) Article SE1428, Comprehensive Error Rate Testing \(CERT\): SNF Certifications and Recertifications](#), which alerts SNFs that a major reason for denial of claims is failure to obtain certification and

recertification statements from physicians or non-physician practitioners (NPPs). The routine admission order established by a physician is not a certification of the necessity for post hospital extended care services, according to CMS.

**An acceptable certification statement must contain:**

- The individual needs skilled nursing care or other skilled rehabilitation services;
- Such services are required on a daily basis;
- Such services can only practically be provided in a SNF or swing-bed hospital on an inpatient basis;
- Such services are for an ongoing condition for which the individual received inpatient care in a hospital; and
- A dated signature of the certifying physician or NPP.

**An acceptable re-certification statement must contain:**

- The reasons for the continued need for post hospital SNF care;
- The estimated time the individual will need to remain in the SNF;
- Plans for home care, if any;
- If the reason for continued need for services is a condition that arose after admission to the SNF this must be indicated; and
- A dated signature of the recertifying physician or NPP.

To obtain a complete copy of the MLN Article go to <http://www.cms.gov/Outreach-and-Education/Medicare-Learning-Network-MLN/MLNMattersArticles/Downloads/SE1428.pdf>.

## STATE NEWS

### **Update from Alabama Medicaid Agency on Handling of Resident Funds**

Beginning September 15, each nursing home is expected to begin working by the requirements set forth in the **Medicaid Alert: Handling Funds Following the Death of a Medicaid-Eligible Resident**, which was sent out on August 20, 2014.

With this date quickly approaching, the Alabama Medicaid Agency would like to offer each facility the opportunity to email any questions they may have about this alert to [Codie.Rowland@Medicaid.Alabama.Gov](mailto:Codie.Rowland@Medicaid.Alabama.Gov).

Please submit all questions by September 30, 2014. Once this deadline has passed, the questions will be compiled into one standard Question and Answer (Q&A) document and answered by the Agency. The Q&A document will be made available to all facilities via Medicaid's website. The Agency will send out a notice when the Q&A is posted. The purpose of the Q&A is to ensure all facilities are receiving the same advisement on these issues and will handle them accordingly.

### **Medicaid Alert: Electronic Upload and Submission of Medical Records**

Changes have been made to allow Long Term Care, Hospice, PEC, Swing Bed and Inpatient Psychiatric Providers to attach and upload medical records via the Medicaid Interactive Web Portal, eliminating the cost of mailing documents in for processing. A secure logon or access to

the Medicaid Interactive Web Portal must be established if one does not already exist to access this new attachment option.

Documents may be uploaded two different ways:

- Medicaid Interactive Web portal (preferred)  
<https://www.medicaid.alabamaservices.org/ALPortal/Account/Secure%20Site/tabId/66/Default.aspx>
- Fax information in for processing (bar coded cover sheet required)

Documents must be in a Portable Document Format (PDF) for upload through the Medicaid web portal. If you do not currently have the ability to create PDF versions of medical records, you may perform an internet search and find free downloadable utilities that can be installed to create a PDF. For your convenience, HP is including a list of three PDF creation utilities that can be installed to create PDF documents at no charge:

- PrimoPDF - <http://www.primopdf.com/>
- Solid PDF Creator - <http://www.freepdfcreator.org/>
- PDF24 - <http://en.pdf24.org/creator.html>

Once a PDF utility has been successfully downloaded and the PDF document created, providers should follow these steps to upload documentation for review:

1. Log on to Medical Interactive Web portal:  
<https://www.medicaid.alabamaservices.org/ALPortal/Account/Secure%20Site/tabId/66/Default.aspx>
2. Select Trade Files/Forms.  
Forms Name field - select a form from the drop down list and click on 'Search'. The following is a list of forms available for selection.
  - a. LTC-Hospice Records
  - b. LTC-Records
  - c. LTC-PEC/Swing Bed Records\*
  - d. LTC-Psychiatric/Retrospective Review Records\*

**\*NOTE:** The Swing Bed Records and PEC Records forms are being replaced by the PEC/Swing Bed form. The Psychiatric Records and Psychiatric-Retrospective Review forms are being replaced by the Psychiatric/Retrospective Review Records form.
3. Complete all fields (record ID field will auto populate). Required fields are indicated with an asterisk (\*).
4. Click on 'Browse' and select the required medical records documentation from your network drive or PC and select 'Submit'.
5. A message will be generated that states 'your form was submitted successfully' at the top of the page.
6. A barcode coversheet is generated and will be displayed.
7. Select the 'Print Friendly View' button to print the barcode coversheet or to save as a PDF. A copy of this barcode coversheet should be saved in the event additional documentation is required.

If a PDF document of the medical records cannot be created, information may also be faxed in for review. A fax cover sheet will be *required* with each submission; providers should follow the instructions below to fax documentation:

1. Follow steps 1-7 documented above.
2. Fax the required medical records documentation with the barcode coversheet on top of the documentation to 334-215-7416. Include the bar coded cover sheet with each submission for the same recipient.
3. Do not fax double sided pages.
4. Do not fax multiple sets of records at the same time, each fax should be sent separately.

**The bar code cover sheet is required for each fax submission for the same recipient. A fax submission cannot be processed without the bar coded cover sheet. DO NOT place anything on the bar code on the cover sheet or alter it in any manner.**

Providers with questions concerning the upload of medical records should contact one of their Provider Representatives. A link to the Provider Representative's contact information may be found at the following link:

[http://www.medicaid.alabama.gov/CONTENT/8.0\\_Contact/8.2.6.1\\_Provider\\_Reps\\_G1.aspx](http://www.medicaid.alabama.gov/CONTENT/8.0_Contact/8.2.6.1_Provider_Reps_G1.aspx)

## FACILITY NEWS

Facility News is posted on [www.anha.org](http://www.anha.org). Articles posted this week include:

- [Birmingham Nursing Home Earns Two Quality Designations](#)
- [Difference Maker: Elsie Jones, Using Her Talents to Help Others](#)

## OTHER NEWS

### **Track Hospitalizations with Advancing Excellence Tracking Tools**

The Advancing Excellence (AE) hospitalization tracking tools allow you to document your work, monitor outcomes and processes related to those outcomes. Data-driven quality improvement projects require ongoing data collection and analysis. It is important to start collecting data to establish a solid baseline and set a target for improvement. Keep your workbook up-to-date on a daily or weekly basis and look at data often to support a rapid cycle quality improvement project.

This website <https://www.nhqualitycampaign.org/goalDetail.aspx?g=hosp#tab2> allows you to download the data tracking tool.

Contact the AE Helpdesk with any questions at: [help@nhqualitycampaign.org](mailto:help@nhqualitycampaign.org)

### **Boost Your CEU Count with Constituency Education Programs at the AHCA/NCAL Convention**

In about two months, thousands of long term and post-acute care professionals along with speakers, professional and peer educators, leaders and exhibitors from across the country will

convene at the Gaylord Resort & Convention Center, just outside Washington, D.C., for the AHCA/NCAL 65<sup>th</sup> Annual Convention & Expo.

In addition to this year’s general and daily education sessions, attendees can boost their CEU count by attending one of several specialized Constituency Education programs. These programs target key topics and are ideal for specific audiences:

- Assisted Living Professionals: 8<sup>th</sup> Annual NCAL Day
- ID/DD Providers: Leading the Charge for Compassionate Care: A Day for Intellectual and Developmental Disabilities Residential Services Providers
- Rehabilitation Therapists, Clinicians, Nurses, Administrators, Billing/Reimbursement Specialists, and Contract Therapy Executives and Providers: The Critical Role of Rehabilitation Therapy in the SNF PPS, Post-Acute Reform, and Long Term Care
- Procurement Professionals: Procurement Professional Symposium
- NFP Providers: Living the Mission: A Day for Not for Profit Providers

For information or to register, visit [www.AHCAconvention.org](http://www.AHCAconvention.org) or [www.NCALconvention.org](http://www.NCALconvention.org)

## CALENDAR OF EVENTS

<i><u>Date</u></i>	<i><u>Event</u></i>	<i><u>Location</u></i>	<i><u>Time</u></i>
September 12	ANHA Region IV Act/SS Auxiliary Meeting RSVP: Brittney Denny, 256-362-4197	Golden Corral Oxford	12:00 p.m.
September 15-18	ANHA Annual Convention	Hyatt Wynfrey Birmingham	
September 15	ANHA Convention & Education Committee Meeting	Hyatt Wynfrey Birmingham	10:00 a.m.
September 16	ANHA Executive Board Meeting	Hyatt Wynfrey Birmingham	10:00 a.m.
September 16	ANHA Trade Show	Hyatt Wynfrey Birmingham	

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 Links:  
 Alabama Nursing Home Association <http://www.anha.org>  
 AL Board of Examiners of Nursing Home Administrators <http://www.alboenha.state.al.us>  
 AL Dept. of Public Health <http://www.adph.org>  
 CMS <http://cms.gov>