



Weekly Roundup

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

Please disseminate relevant information to the appropriate department.

- Administration Nursing Dietary Activities Social Services
 Rehabilitation Housekeeping Maintenance Laundry

Wednesday, November 27, 2013

ANHA NEWS

ANHA Office Schedule for the Thanksgiving Holiday

The ANHA office will be closed for the Thanksgiving holiday beginning at 12:00 p.m. on Wednesday, November 27. The office will reopen at 8:00 a.m. on Monday, December 2. Happy Thanksgiving!

Attention Survey Process Update Seminar Attendees

We value your feedback about our seminars, and want to hear from you. Please take a few minutes to complete our survey. Your insight and opinions are important! Respond today by clicking the link below. The survey will take approximately 15 minutes to complete.

<https://www.surveymonkey.com/s/SurveyProcessUpdate>

Volunteer to Serve on ANHA's Committees in 2014

Serving on an ANHA committee is one of the best ways to have an active role in your association, and make a positive impact on the long term care profession. Our association has been successful because of the people like you sharing their ideas and experiences to help guide ANHA's endeavors.

ANHA needs your participation in order for the committees to be successful. Please review and complete the attached *2014 Committee Request Form* and express your committee preferences. You are encouraged to add key members of your staff to serve on a particular committee.

While completing the form; please indicate your preferences on a scale from 1 to 3 (1 being your first choice and 3 your third choice). Feel free to copy this form if you have more staff members interested in serving than there are spaces available. Please note that those committees marked with an asterisk meet on an as-need basis. Also, it may be necessary to limit the size of a committee in order to conduct business expediently.

To allow time to prepare for the coming year, send your completed form to the Association office by **MONDAY, December 2, 2013**. You can fax the form to (334) 244-6509, e-mail it to kparker@anha.org or mail it to ANHA, 4156 Carmichael Road, Montgomery, AL 36106.

If you have any questions, or if you have items relating to a committee which you wish to discuss, please contact Kerri Parker at the Association office (334) 271-6214 or kparker@anha.org.

My InnerView Surveys Have Shipped

Facilities participating in ANHA's My InnerView Customer Satisfaction survey should receive the surveys in the next few days.

This year, ANHA wants to increase response rates for the surveys. Please communicate the importance of completing and returning the survey to your residents, families and employees. The completed surveys are due back to My InnerView no later than Dec 13.

Facilities can monitor the survey response rates and comments online during the survey process when logging into your My InnerView account at www.myinnerview.com. If you have any questions during the survey process, please contact My InnerView's Teresa Costello at 800-601-3884 or tcostello@myinnerview.com.

NATIONAL NEWS

OSHA's Revised Hazard Communication Standard

The Occupational Safety & Health Administration (OSHA) has revised its Hazard Communication Standard to align with the United Nations Globally Harmonized System of Classification and Labeling of Chemicals. **All nursing centers and assisted living centers must train staff on this new standard by December 1, 2013.** Attached is a summary of the training requirements and a brief power point presentation that can be used in the required training. These were prepared by Jackson Lewis LLP, the American Health Care Association's OSHA consultant.

Hazard Communication: December 1 Deadline Approaches for Employers to Meet Worker Training Requirement



The first deadline in the implementation phase of OSHA's updated Hazard Communication Standard is Dec. 1, 2013, only two weeks away. By this date employers must train workers on the standard's new label elements and safety data sheet. Find information and resources, including QuickCards, a training fact sheet

(<https://www.osha.gov/Publications/OSH>

[A3642.pdf](https://www.osha.gov/Publications/OSH)), a list of frequently asked questions and a brief (<https://www.osha.gov/Publications/OSHA3636.pdf>) on labels and pictograms on OSHA's Hazard Communications page (<https://www.osha.gov/dsg/hazcom/index.html>).

CMS Issues Several Manual Corrections to the MDS

The Centers for Medicare & Medicaid Services (CMS) has made several corrections to the recently-released RAI Manual, v. 1.11, related to therapy coding and the ADL function algorithm.

Changes are found in the:

1. The flowchart “ADL Self-Performance Algorithm,” which describes the algorithm for ADL function items in Chapter 3 Section G (page G-7), and the accompanying change table;
2. Coding examples in Chapter 3 Section O (page O-33);
3. A change table page incorrectly transcribed from Chapter 3 Section O (page 3).

CMS has posted three files marked “(R)” for download as part of this errata release. Two of these files are revised and one is a new, additional file. All three files include an “(R)” at the end of the file name. Visit <http://www.cms.gov/Medicare/Quality-Initiatives-Patient-Assessment-Instruments/NursingHomeQualityInits/MDS30RAIManual.html> for more information.

Delay in Use of HIPPS Code Requirements

Medicare Advantage Organizations (MAOs) and other entities were instructed that effective December 1, 2013, dates of service (DOS), the disposition for the HIPPS codes edits would be changed from ‘Informational’ to ‘Reject’ for any Skilled Nursing Facility (SNF) and Home Health (HH) encounters submitted without the appropriate HIPPS codes. **The purpose of this notification is to let you know that the December 1, 2013 DOS ‘Reject’ edit will be delayed to July 1, 2014 DOS.** The ‘Informational’ edit for HIPPS codes would remain in place until that time.

STATE NEWS

OBRA PASRR Office Holiday Closure

The OBRA PASRR Office will be closed on Thursday November 28, 2013, and Friday November 29, 2013, for Thanksgiving. The office will reopen on Monday December 2, 2013. The internet application will remain available for an immediate Level I Determination.

The Level I Screenings must be in to the OBRA Office by 3:00 p.m. on Wednesday November 27, 2013, to ensure a Level I Determination that business day.

Handling Funds Following the Death of a Medicaid-Eligible Resident

The Alabama Medicaid Agency has recently sent an alert to all facilities. The purpose of this alert is to clarify the procedures associated with handling funds following the death of a Medicaid-eligible nursing home resident. The Medicaid Administrative Codes 560-X-10-.14(3)(f) and 560-X-22-.25(5)(e) and the Social Security Administration Guide for Representative Payees require that nursing homes, upon the death of a resident, release any funds being held at the facility in the resident’s name to the administrator of the deceased resident’s estate. In the event that there is not a person who has been appointed to act as the administrator of the estate, the funds should be sent to the Alabama State Treasurer’s Office, Unclaimed Property Division.

In an effort to ensure that all Alabama nursing home facilities are in compliance with the rules and regulations pertaining to the handling of the funds of deceased residents, the following instructions are provided:

A. Resident Trust Funds:

1. If the deceased resident has funds remaining at the nursing home, those funds must immediately be turned over to the legal representative of the resident's estate. The facility should obtain a copy of the letters of administration issued by the probate court identifying the legal representative.

2. If there is no evidence of a person with legal authority to administer the estate of the deceased resident, the facility must prepare and submit forms: UCP1 (Cover Sheet Required for All Reports) and UCP2 (For Reporting of Money and/or Securities Related Property), along with a check in the amount of the refund due the resident, to the Alabama State Treasury's Unclaimed Property Division. Forms may be obtained through the Alabama Treasury Website:

www.moneyquest.alabama.gov.

The UCP1 form requires information specific to your business and the UCP2 form will contain the reported owner information and assets reported and remitted for each owner account.

To further illustrate what is required:

a. Form UCP1, the unclaimed property report, must include the payment, which is the total amount of funds as reflected in your report (sum of all reported unclaimed property owner's assets). You will issue one check/wire with your unclaimed property report. This remittance of the report and assets enables your business to clear/close your ledger/accounting of those outstanding liabilities. Any future reference to these accounts after your reporting should be directed to the State Treasurer's Office, Unclaimed Property Division.

b. Form UCP2 is the report where you list the individuals for whom you are submitting funds to UCP. **Section 1** – Account #/Check# (does not need to be completed) **Section 2** – NAUPA Property Code (should state "Resident Trust Funds") **Section 3** – Amount being remitted for the deceased resident **Section 4** – Securities **Section 5** – Can be left blank **Section 6** – The resident's name **Section 7** – The name/address of your facility **Section 8** – The resident's Social Security number **Section 9** – Relation Code (should state "Payee")

The State of Alabama Treasurer's Office is available to help answer any additional questions you may have on this issue. If you wish to contact the Unclaimed Property Division on reporting unclaimed property contact the Reporting Section (toll free) at 888-844-8400 or visit the program's website at www.moneyquest.alabama.gov.

****Effective December 2013, nursing home facilities must notify the Alabama Medicaid Agency, within five (5) business days, of any submission to the Alabama State Treasury's Unclaimed Property Division. The resident's name, Social Security number, and the amount of funds submitted should be forwarded to the attention of the Estate Recovery Unit of the Third Party Division. To satisfy this requirement, nursing homes may choose to fax a copy of the UCP 2 form to the Alabama Medicaid Agency at 334/353-4820 at the time they submit to Unclaimed Property.***

B. Credit Balances (Other than resident trust funds):

Upon the death of a resident with a credit balance on the facility's financial records, the facility must convey promptly these funds, and provide a final accounting of said funds to the Alabama Medicaid Agency. When sending the credit balance information, the facility must provide the

resident's name and social security number along with the funds to the attention of Estate Recovery.

If you have any questions regarding this matter, please contact Codie Rowland at 334-242-5652 or Teresa Dunbar at 334-242-5311.

Medicaid Annual Renewals

Some of you who assist families to submit nursing home applications have asked for a heads up on annual renewals that are coming due each month. Beginning in next week, facilities will begin to receive a letter addressed to the *Medicaid Application Counselor* that contains a list of the residents in the facility whose annual renewals are coming due the next month. **Please make sure that letter goes to the staff member who tracks and monitors Medicaid eligibility and assists families with applications and renewals.** The application counselors may assist the family in gathering any information needed to submit the annual renewal; remind family sponsors that Medicaid is up for renewal; or assist in other ways to ensure continued eligibility and care.

Medicaid Update - Expedite Online Web Portal

Members of the Alabama Nursing Home Association have been meeting regularly with Medicaid for over a year on ways to improve the current Medicaid Nursing Home Eligibility process. As a result of our joint efforts we have the following to report:

Expedite Online Web Portal:

1. Remember to attach documents to the applicable page of the expedite application. If you are waiting until you get to the signature page to attach all documentation for the entire application, the system won't know that you have submitted the appointment of representative form. If you indicate in the status of a page that a form is attached, make sure you attach the applicable form to that page.
2. Status matters! "Saved" status just means you have saved it in the queue to return to later. "Submitted" status means you have submitted the application to Medicaid for processing.
3. You may attach more than one appointment of representative form. It may be a good idea to attach one for the nursing home and another signed by a family member. That way there won't be confusion about who submitted an application on behalf of the patient.
4. Internet Explorer version should be IE-9 or newer.
5. If you have an old operating system, you may have to use work-arounds or update the operating system.
6. If you are submitting for more than one nursing home facility, remember that you will need multiple facility codes so that Expedite will route the application to the appropriate Medicaid District Office. You may want to have different user names to keep up with the different facilities, e.g. first initial of your name, last name, and short name for nursing facility.
7. For more information please visit the Medicaid website at www.medicaid.alabama.gov, click "Apply for Medicaid", then "Expedite On Line Nursing Home Application System". You may also try this link: http://medicaid.alabama.gov/CONTENT/3.0_Apply/3.5_Expedite.aspx. ANHA encourages you to utilize this tool and submit applications via the EXPEDITE System.

Christmas Tree Guidance from the Alabama Department of Public Health

As a reminder, the Alabama Department of Public Health passed along the following guidance

concerning Christmas trees.

2000 NFPA 1 (Fire Prevention Code), Section 3-9 COMBUSTIBLE VEGETATION, contains the following requirements:

1. Natural cut Christmas trees shall be permitted only in areas protected by an automatic sprinkler system.
2. Artificial Christmas trees shall be labeled or otherwise identified or certified by the manufacturer as being “flame retardant” or “flame resistive.”
3. No Christmas trees shall be allowed to obstruct corridors, exit ways, or other means of egress.
4. Only listed electrical lights and wiring shall be used on Christmas trees and similar decorations.
5. Electric lights are prohibited on metal artificial trees.
6. Open flames, such as from candles, shall not be located on or near Christmas trees or other similar combustible materials.
7. Natural cut Christmas trees shall not be located near fireplaces, heating vents or other heating devices that could cause the tree to dry out prematurely or to be ignited.
8. Where natural trees are permitted, the bottom end of the trunk shall have a straight fresh cut at least 1/2 inch above the original cut end, made immediately prior to the tree's being placed in a suitable stand with adequate water. The water level shall be checked and maintained above the fresh cut on a daily basis. The tree shall be removed from the building immediately upon evidence of dryness.

SAVE THE DATE: ANHA EDUCATIONAL SEMINAR

“Legal Compliance in Nursing Homes” Educational Seminar: January 13

Please mark your calendars for January 13, 2014, as ANHA will present a seminar entitled “Legal Compliance in Nursing Homes.” This seminar will be held at The Hyatt Regency - Wynfrey Hotel in Birmingham. *More information regarding this seminar will be forthcoming.*

OTHER NEWS

Emergency Preparedness Training Video

ANHA has become aware of a recently completed video specific to emergency preparedness in nursing homes & assisted living facilities. It is intended for in-service training and orientation of staff that work in such facilities, and was designed to be engaging in a story-like format; with preparedness messages conveyed throughout the story. This is something you might want to use in your facilities. The video link: <http://www.youtube.com/watch?v=vD7u4n0OdJI>

Mark your Calendar for AHCA’s Nutrition Webinar Series!

The American Health Care Association (AHCA), along with Brenda Richardson, MA, RDN, LD, CD, a known leader in the field of dietetics and works with business development/relations for Dietary Consultants, Inc., will be presenting a series of nutrition related webinars for those in the long term care field. Join them for important updates and information impacting your centers and patients. Get your pressing questions answered.

Webinar Schedule:

- Dec. 3, 2013: Embracing the New Dining Practice Standards
<http://webinars.ahcancal.org/session.php?id=11611>: 1:00 p.m. – 2:15 p.m. CST
- Jan. 21, 2014: Nutrition and MDS 3.0
- <http://webinars.ahcancal.org/session.php?id=11612>: 1:00 p.m. – 2:15 p.m. CST
- Feb. 18, 2014 Current Best Practice Standards for Nutrition in Long Term Care
<http://webinars.ahcancal.org/session.php?id=11614>): 1:00 p.m. – 2:15 p.m. CST

What’s New at the 2014 AHCA Quality Symposium

It’s one of the busiest times of the year, so don’t delay. Before the holiday rush kicks in, register for the Quality Symposium, and cross one thing off your end-of-the-year list of things to do. The registration deadline is January 10, 2014.

NEW Education Sessions Added

A terrific line-up of educational and networking opportunities makes this one of the best long term care events of the year. Three clinically-focused sessions designed specifically for nursing attendees have been added. These sessions will discuss the care practices and services that are targeted areas for quality improvement. In addition, new sessions have also been added for assisted living providers. And, on Tuesday, February 11, a celebration luncheon will be held recognizing those centers around the country that have accomplished multiple Quality Initiative goals.

The symposium will kick off with five, four-hour intensives (included with registration) that offer attendees the opportunity to dive into critical issues facing long term and post-acute care providers. With more than 20 education sessions available, two general sessions, a poster gallery, and lots of opportunities for professional networking, you won’t want to miss this event!

Join the American Health Care Association for the 6th annual Quality Symposium: Quality Is Our Business Solution on February 10-12, 2014, at the New Orleans Marriott in New Orleans, LA. Registration is available online at:

<http://www.ahcancal.org/events/qualitysymposium/Pages/Registration.aspx>.

CALENDAR OF EVENTS

<u>Date</u>	<u>Event</u>	<u>Location</u>	<u>Time</u>
December 4	ANHA Region VI Act/SS Auxiliary Meeting RSVP: Katie Morgan (256) 825-9244, ext. 129 Speaker Topic: Tips to Reduce Stress and Improve Health	Dadeville Healthcare Center Dadeville	11:00 a.m.
December 6	ANHA Region V Act/SS Auxiliary Meeting RSVP: Jackie Finklea (334) 682-4231, jefinklea@gmail.com Speaker: ANHA’s John Matson Topic: Senior State Games	Mr. G’s Restaurant Demopolis	12:00 p.m.

- December 10 ANHA Region I Meeting & Election The Western Sirloin Moulton 12:00 p.m.
 RSVP: John Matson (334) 271-6214, jmatson@anha.org
 Speaker: ANHA Exec. Dir. Bill O'Connor
- December 11 ANHA Region IX Act/SS Auxiliary Meeting Aliceville Manor Aliceville 12:00 p.m.
 RSVP by Dec. 9: Debra Dixon (205) 932-1173
 Speaker Topic: Avoiding Restraints
 Lunch will be provided
- December 13 ANHA Region IV Act/SS Auxiliary Meeting Golden Corral Oxford 12:00 p.m.
 RSVP: Janice Garrett (256) 362-4197

Alabama Nursing Home Association

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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>