

Standards and Procedures

Office of Developmental Disabilities Services

Service Element Title:	Nursing Facility Specialized Services				
Service Element Number	DD 45	Version:	1.0	Effective Date:	7/01/2011

Approved By: *(Authorized Signer Name)*

Date Approved

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Overview

Provision of Nursing Facility Specialized Services (DD 45) is specific to individualized habilitation services for persons with developmental disabilities residing in "Nursing Facilities". These services are to be integrated with, but are in addition to, care the Nursing Facility is required to provide.

Standards and Proceures

I. Service Authorization

- A. DD 45 Services must be prior authorized by the Community Developmental Disability Program (CDDP) in which the individual is enrolled and receiving case management services. This authorization must be provided and documented according to DHS policy and procedure.

II. General Performance Requirements:

- A. Individuals receiving DD 45 services must be eligible for developmental disability services under OAR Chapter 411, Division 320.
- B. DD 45 Services funded through DHS must be directly tied to the findings of assessment(s) of the service needs of individuals receiving the DD 45 Services, including service needs identified in the "Pre-Admission Screening" or "PAS" level II assessment, which is defined, for purposes of this requirement, as the current version of the "Pre-Admission Screening". Additional assessments, including the "Minimum Data Set" or "MDS" which Nursing Facilities must complete for all residents, may be used to identify or clarify additional service needs.

- C. All individuals receiving DD 45 Services funded through the Agreement between provider and DHS must have been determined, through the Pre-Admission Screening process, to:
 - 1. require Nursing Facility services and does not have an active plan to return to another community residential service placement; and
 - 2. require specialized habilitation services specifically related to the individuals' developmental disabilities.

- D. Providers of DD 45 Services funded through the Agreement must provide at least 25 hours per week of direct Service outside of the Nursing Facility setting to each individual receiving DD 45 Services funded through DHS. Time to transport an individual receiving DD 45 Services to the Provider's service site, community activities and events may be included in computing this requirement.

- E. Providers of DD 45 Services must be certified to provide "Employment And Alternatives To Employment Services under ORS Chapter 411, Division 345.

- F. Providers of DD 45 Services must maintain a case record for each individual served, that includes as a minimum:
 - 1. a description of the specific habilitation services to be provided with DD 45 funds;
 - 2. documentation of enrollment in DD 45 Services;
 - 3. copies of records documenting the level of participation and attendance for each individual receiving DD 45 Services;
 - 4. copies of Incident Reports; and
 - 5. a copy of the Nursing Facility Rehabilitation Plan.

III. Special Reporting Requirements

- A. An individual enrolled in the Client Process Monitoring System (CPMS in DD 45 Services must be reported in CPMS as terminated from a Provider's DD 45 Services when the individual dies, moves out of the nursing facility, or if still residing in a Nursing Facility has not received DD 45 Services for more than 30 consecutive days.

- B. Provider of DD 45 Services must make information described in Section II Performance Requirements available to CDDP and DHS upon request.

- C. CDDP must provide written notification, to DHS' program specialist for specialized nursing services, within 14 days after an individual receiving DD 45 Services funded through DHS dies, moves out of a Nursing Facility, or is removed from DD 45 Services for any other reason.

IV. Billing and Payment Procedure(s) that apply:

- A. All individuals receiving DD 45 Services must be enrolled in CPMS, and the individual's CPMS record for DD 45 Services must be maintained.
- B. Funding will be made available for these services by DHS through the eXPRS system. DHS will maintain the Service Element Prior Authorization (SEPA) funding and establish Provider Prior Authorizations (PPAs) for payment each month.
- C. Settlement of the agreement period is based upon the Agreement amount in eXPRS and the paid amount
- D. DHS is not obligated to pay for any DD 45 Services that are not properly reported through CPMS by the date 60 days after the earlier of termination of the Agreement, termination of DHS' obligation to provide financial assistance for DD 45 Services, or termination of CDDP's obligation to include the Program Area, in which DD 45 Services fall, in its CMHP.

V. Form(s) that apply:

VI. Reference(s):

- OAR Chapter 411, Division 070
- OAR Chapter 411, Division 086
- OAR Chapter 411, Division 320
- OAR Chapter 411, Division 323
- OAR Chapter 411, Division 370

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