

# Information Memorandum Transmittal Aging and People with Disabilities



Angela Munkers

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**Number:** APD-IM-18-044

**Issue date:** 5/21/2018

**Topic:** Long Term Care

**Due date:**

**Subject:** Long Term Care Community Nursing Services Program

**Applies to (check all that apply):**

- |  |  |
|--|--|
| <input type="checkbox"/> All DHS employees                             | <input type="checkbox"/> County Mental Health Directors  |
| <input checked="" type="checkbox"/> Area Agencies on Aging: Type B     | <input type="checkbox"/> Health Services   |
| <input checked="" type="checkbox"/> Aging and People with Disabilities | <input checked="" type="checkbox"/> Office of Developmental Disabilities Services (ODDS)                           |
| <input type="checkbox"/> Self Sufficiency Programs                     | <input type="checkbox"/> ODDS Children's Intensive In Home Services  |
| <input checked="" type="checkbox"/> County DD program managers         | <input type="checkbox"/> Stabilization and Crisis Unit (SACU)  |
| <input type="checkbox"/> ODDS Children's Residential Services          | <input checked="" type="checkbox"/> Other ( <i>please specify</i> ): I/DD Service Coordinators and Personal Agents |
| <input type="checkbox"/> Child Welfare Programs                        |  |

**Message:**

The Long Term Care Community Nursing (LTCCN) Program Client Referral, form APD 0753 has been updated. The update allows for the branch number of the Local AAA/APD or DD County Office to include this information when the referral is being sent. The update will make it more useful for LTCCN providers covering multiple county offices. Effective immediately, please begin using the new form.

Prior Authorization (PA) for Long Term Care Community Nursing form 4102 also received an update with a space for the branch number. LTCCN providers will receive direction to begin using this new form and to start including the branch number.

The updated form is currently available on the forms server, please replace the old forms.

*If you have any questions about this information, contact:*

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