

Mike McCormick  
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**Authorized Signature**
**Number:** APD-PT-17-032  
**Issue date:** 8/25/2017

**Topic:** Long Term Care

**Transmitting (check the box that best applies):**

- New policy   
  Policy change   
  Policy clarification   
  Executive letter  
 Administrative Rule   
  Manual update   
  Other: \_\_\_\_\_

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

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|--|--|
| <input type="checkbox"/> All DHS employees                             | <input type="checkbox"/> County Mental Health Directors                      |
| <input checked="" type="checkbox"/> Area Agencies on Aging             | <input type="checkbox"/> Health Services                                     |
| <input checked="" type="checkbox"/> Aging and People with Disabilities | <input 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 type="checkbox"/> County DD Program Managers                    | <input type="checkbox"/> Stabilization and Crisis Unit (SACU)                |
| <input type="checkbox"/> ODDS Children's Residential Services          | <input type="checkbox"/> Other (please specify):                             |
| <input type="checkbox"/> Child Welfare Programs                        |  |

Policy/rule title:	Service Priority Level Changes Effective October 1, 2017		
Policy/rule number(s):	411-015	Release no:	
Effective date:	10/1/2017	Expiration:	

References:	
Web address:	<a href="http://www.dhs.state.or.us/policy/spd/rules/411_015.pdf">http://www.dhs.state.or.us/policy/spd/rules/411_015.pdf</a>

**Discussion/interpretation:** Through an extended Rule Advisory Committee (RAC) process, and with a large amount of input from internal and external stakeholders and national experts, changes have been made to the definitions for all the Activities of Daily Living (ADLs). Changes have been made to the components that make up each ADL, as well as the task of each component and the associated assistance levels.

These changes were made in order to more clearly define the activities of daily living (ADL) that comprise the nursing facility level of care (NF LOC), address concerns

raised by the legislature, improve the accuracy of assessments by APD/AAA & OPI case managers and improve the state's Quality Assurance reviews.

## **Oregon Administrative Rule Changes (411-015-0000 through 0100) by ADL**

### ***Bathing and Personal Hygiene***

- ❖ Increased the minimum threshold for eligibility from needing assistance one (1) time per month to one (1) day per week totaling four (4) days per month.
- ❖ Clarified acceptable tasks and assistance types.

### ***Cognition***

- ❖ Removed the following components of cognition: Adaptation, Awareness, Judgement, Orientation, Memory, Danger to Self or Others, Demands on Others and Wandering.
- ❖ Defined cognitive impairments based on clearly noticeable actions and limitations.
- ❖ Developed four (4) new components:
  - Self-Preservation;
  - Decision Making;
  - Ability to Make Self Understood; and
  - Challenging Behaviors.
- ❖ Lowered the criteria to meet SPL 3 based on Cognition alone from three (3) Full Assists to one (1) Full Assist or two (2) Substantial Assists.

### ***Dressing and Grooming***

- ❖ Increased the minimum threshold for eligibility from needing assistance one (1) time per month to one (1) day per week totaling four (4) days per month.
- ❖ Clarified acceptable tasks and assistance types.

### ***Eating***

- ❖ Increased the minimum threshold for eligibility from needing assistance one (1) time per month to one (1) day per week totaling four (4) days per month.
- ❖ Clarified that coughing when chewing or swallowing does not meet eligibility criteria. Individuals must need assistance with clearing their airway on a regular basis.
- ❖ Ensured that individuals who need assistance with tube feeding or nutritional IV are eligible for "Eating" assistance.

### ***Elimination***

- ❖ Increased the minimum threshold for eligibility from needing assistance one time per month to one day per week totaling four (4) days per month.
- ❖ Moved "cleaning the toileting area" to "Housekeeping."
- ❖ Moved "on and off the toilet" from "Elimination" to "Mobility."
- ❖ Moved most tasks to "Toileting" rather than separating into "Bladder" and "Bowel" such as changing incontinence supplies.

- ❖ Added “changing soiled clothing” in addition to “changing soiled incontinence supplies” because many consumers do not use incontinence supplies.
- ❖ Clarified most tasks must require hands-on assistance from another person for the individual to be eligible.
- ❖ Added in “cueing the individual to prevent incontinence” and eliminated “monitoring for infection.”

### **Mobility**

- ❖ Increased the minimum threshold for eligibility from needing assistance one (1) time per month to one (1) day per week totaling four (4) days per month.
- ❖ Defined that the individuals must need hands-on assistance from another person inside their home or care setting to be eligible. This means individuals who only need assistance in the community no longer meet eligibility requirements for Mobility.
- ❖ Moved “getting to and from the bathroom” from “Elimination” to “Mobility.” This does not change eligibility just better aligns the assessment.
- ❖ Clarified in rule that individuals confined to their bed are a Full Assist in “Mobility.”

**Implementation/transition instructions:** The new criteria for Medicaid and OPI eligibility will be implemented when an assessment is completed with a create date on or after October 1<sup>st</sup>, 2017.

- ❖ This means that consumers who participate in an annual assessment in September 2017 may not be impacted by the changes to service priority eligibility criteria until September 2018.
- ❖ This includes new assessments, re-assessments and/or annual assessments.

Tools currently available on the Case Management Tools website have been updated to reflect the changes. *Please notify [Christine Maciel](#) via email if you find material that is out of date or inconsistent with new policies and/or procedures.* \*\*

Please be sure not to apply any of the new criteria until the rule change has been implemented on October 1<sup>st</sup>, 2017.

**Training/communication plan:** Please see [APD-AR-17-051](#) for APD Required Training planned for distribution on 8/24.

ADL Definition Webinars will be held September 13, 2017 and September 27, 2017

- The Webinars will be recorded and posted to Case Management Tools website on the ‘APD Program October 2017 Changes’ page and on the ‘Mandatory Case Manager In-Service Webinars’ page.
- A Transmittal will be posted and sent out in the near future with the Webinar registration links.

Q & A Conference calls will be held for Medicaid case managers, twice each week starting Tuesday September 5<sup>th</sup>, 2017 and broken into AAA and APD to manage the size of the calls.

- AAA Tuesday from 3:00 pm through 4:00 pm
- APD Thursday from 3:00 pm through 4:00 pm

Q & A Conference calls will be held for OPI case managers on Wednesday's once each week starting September 6<sup>th</sup> through November 1.

- Wednesday from 1:30 pm through 2:30 pm

Q & A Conference calls will be held for CEP clerks once each week starting Wednesday September 27<sup>th</sup>, 2017

- Wednesday from 3:15 pm through 4:30 pm

**Local/branch action required:**

Medicaid and OPI case managers must participate in one (1) of two (2) ADL Definition Webinars scheduled for September 2017. OPI Case Managers also must participate in one (1) of two (2) OPI Service Planning Webinars. Central Office recommends that local offices utilize conference rooms to allow for more staff to participate.

**Central office action required:**

**Field/stakeholder review:**       Yes       No

**If yes, reviewed by:**      APD Operations and Policy Group

**Filing instructions:**

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

<b>Contact(s):</b>	Ben Sherman		
<b>Phone:</b>	(503) 602-3471	<b>Fax:</b>	

<b>Email:</b>	Ben.C.Sherman@state.or.us
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