

### Sample # 1

05/04/82015 – 06/30/2015

State Plan Home Health Nursing = snu – 1 visit/day, 2 hours/visit, 7 days/week

Personal Care Aide = pc: up to 10 visit/week, 38 total hours/week

The work space typical schedule is:

- 1 visit/day, 5 hours/visit, Sat-Wed;
- 2 visits/day, 5 hours/day total on Thurs;
- 3 visits/day, 8 total hours/day each Fri.

### 07/01/2015 Schedule Change

SN –

- one (1) 30 minute visit 4x/week
- three x a week (2 visits a day of 30 minutes) – 1 visit at 8A and the second visit at 4P

**\*\* Remember SRN or SLPN for Medicare-certified agency\*\***

- PCA services – no change

Sample # 2

**Adding RN Assessment and RN Consultation – See Workspace 2**

Regular SN service:

### Sample # 3

Questions to consider when “adding reserve”:

- Was the correct provider service selected?
- Will the waiver nursing visit become a PDN visit?
- Will the State Plan Home nursing visit become a PDN visit?
- Will the State Plan HH Aide visit become a waiver aide visit?
- Does the extended visit require a base to be added?

**August** -> Add 3 hours to the PDN LPN visit. Use the correct drop down box – PDNLPN and put 3 hours in the extend a visit box – and then 3 in the August column – allowing 3 visits in August to be extended 3 hours each.

**September** -> Add 3 hours to the state plan LPN visit 3 times during the month of September. Now you will need to add the base because the base is currently assigned to state plan home health. It will now be billed to State Plan PDN. Although you are giving 3 visits in September of 3 hours each, you are actually not giving an extra PDN visit of 3 hours, but extending a 4 hour state plan LPN visit – making it a 7 hour PDN visit .You are accounting for the base in state plan PDN services.

**October** -> This particular example does not have any services assigned on Sunday. The routinely assigned State Plan Home Health Nursing service is only 8 hours/week. So, if the individual needed an additional ‘drop-in’ visit on 1(one) two hour visit on Sunday during October, you can assign to State Plan Home Health Nursing - as it would only total 10 hours/state plan home health services. For the sake of this example, we are going to assign to State Plan RN visit instead of State Plan LPN visit.

**November:** You need to add 4 visits of nursing care for a specific task – each visit is 30 minutes in duration and does not ‘touch’ (greater than 2 hours between the end of one visit to the beginning of the next) any other nursing visit. For the sake of this example, we will add 2 of the 30 minute visits to state plan home health nursing and 2 of the 30 minute visits to waiver nursing. The state plan assigned visits are provided by an RN and the 2 waiver assigned visit are provided by an LPN.

**RN Assessment + RN Consultation added to this CCT for review.**

Sample # 4

Waiver span date: 05/02/2015 – 05/01/2016

Budget adjustment needed to be in place 09/01/2015

**Current services –**

PCA services by a non-agency provider – 2 hours/AM and 2 hours/PM, 7 days/week.

SN services: 1 hour/AM, 7 days/week – Other accredited agency

SN services: 3 hours/PM, 7 days/week – Medicare certified agency

Although the schedule change does not happen until 9/1/15, there must be new entries of existing services beginning 7/1/15. This will run through the day before the new schedule will begin.

**New Schedule starting 9/1/15**

PCA visit: 2 visits/day, 30 minutes each AM and a 2 hour visit in the PM – non agency provider

SN visit 15 minute visit in the AM, 30 minute at 12N and a 2 hour visit each PM -> Mon thru Fri All of these nursing visits will be Medicare-certified agency

On Sat and Sun it will be a 5 hour visit in the AM by an JCAHO accredited agency (LPN visit) and 5 hour visit in the PM by the Medicare certified agency (RN visit)

### Reserve Hours:

#### September:

Be careful if extending a visit that is less than 1 Base – in the example, if the morning visit of .5 is extended another 30 minute, the SSA would put a '1' in the purple box (allowing a base to be added), a '1' in the green box AND a '.5' in the peach box showing an extension of the visit by 30 minutes.

#### October:

If you want to extend a visit that already has been assigned a base, then only put the extension of time in the peach box. In this example, if you want to extend the afternoon visit by an extra hour, then place a '1' in the peach box only.

#### November:

Now, extend a State Plan Home Health Nursing visit from .5 hours to 4.5 hours in duration. So we will need to add a base because the .5 visit is paid only the unit cost but now we need to add the base plus the additional hours [ 1 in purple, 1 in green and 4 in the peach box]. The length of the visit changes from SNU to a PDN.

**\*\*Remember that the salmon box (month box) indicates the number of times that month you are going to allow that additional visit(s) or extension of visit(s).**

Now...we will add RN Consultation visit + RN Assessment visits – See Workspace 2

Because there are two agencies, you must account for the assessment visit for each agency to formulate the 485 every 60 days. You will also need to allow for RN consultation to each agency.

Remember: the RN Assessment/RN Consultation did not go into effect until 07/01/2015 therefore in this example, there is no RN assessment paid for May or June...which is why there are only 10 months for payment of assessment.