



State of Utah

GARY R. HERBERT
Governor

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Lieutenant Governor

DEPARTMENT OF HUMAN SERVICES

ANN SILVERBERG WILLIAMSON
Executive Director

Division of Substance Abuse and Mental Health
DOUG THOMAS
Director

MEMORANDUM

To: All Medicare/Medicaid Nursing Facilities
Re: Level I form clarification
Date: September 7, 2016
From: State Mental Health PASRR Authority

Please see the following information for clarification on when to use of the Revised Level I Form dated 2/17/2016.

All New Episodes to Nursing Facilities

All new episodes of care need to be completed on the Revised Level I Form dated 2/17/2016. If you receive a referral for a new episode of care on a previous Level I form it needs to be returned with a request to correct it.

End of Stays

—includes Less than 30 day, Convalescent Stay, Provisional Stay, Short Term Stay, Hospice Respite Stay, and End Respite Stay.

End of Stays which were started prior to or on July 6, 2016 may be submitted to the Local PASRR Office using the original form with no changes until October 7, 2016. At that time please only use the Revised Level I Form dated 2/17/2016.

Significant Changes

Should now be completed using the Revised Level I Form dated 2/17/2016. The form should be updated and the original Level I number should be referenced in the Revised Level I section (last page of the form) along with notes as to why the significant change is being requested. This would include new diagnosis, medications and other pertinent issues that constitute a significant change. The original Level I form should be included as collateral.

Please contact the State PASRR Office if you have any further questions

cc: PASRR Evaluators