



State of Utah

GARY R. HERBERT  
Governor

SPENCER J. COX  
Lieutenant Governor

DEPARTMENT OF HUMAN SERVICES

ANN SILVERBERG WILLIAMSON  
Executive Director

Division of Substance Abuse and Mental Health  
DOUG THOMAS  
Director

MEMORANDUM

To: Medicare/Medicaid Nursing Facilities  
Re: PASRR Update  
Date: February 19, 2016  
From: State Mental Health PASRR Authority

Please see the following regarding incomplete Level I screening and emergency forms. Please contact the State PASRR Office if you have any further questions.

**For incomplete PASRR Level I Screening forms:**

The following MUST be completed for this to be effective:

- The facility must review ALL documentation before admission, including a less than 30 day stay, adding all psychiatric and ID/RC diagnosis and ICD-10 codes to the Level I. All "F" codes must be referred to PASRR evaluators. Please refer to the Level I for lists of SMI and ID/RC criteria.
- If the patient meets criteria for SMI/ID-RC refer to your Local PASRR Office and document this on the Level I. Call it in as a "Significant Change for Revised Level I".
- Level I must be referred and additional information sent to your Local PASRR Office within 1 business day (e.g., Mr. Jones is admitted 8pm Friday. Referral must be done by Monday).
- On page five of the Level I, check revised Level I box and fill out the original Level I date. In the narrative, include the date of the revision, indicate that it was not filled out correctly and the date and time of notification.
- If the evaluator rules out the resident with no need for a Level II then the date, time and evaluator information needs to be documented on page five of the Level I.

**For emergency nursing facility placements:**

If a resident is admitted from the community, a provisional stay can be used if the individual needs to be admitted before the PASRR process is completed for emergent situations only. An emergent situation occurs when the health and well-being of the resident is put in jeopardy due to not having access to required assistance. If all steps are completed correctly, then Resident Assessment may use the referral date rather than the determination date.

The following MUST be completed for this to be effective:

- The resident must show a need for an emergent placement in the facility.
- APS must be notified prior to admission and document on the Level I (contact person, time and date).
- Level I must be documented why this resident demonstrated a need for emergency placement in the facility and must be accompanied by a signed physician's order indicating the need.
- Check the box for "Provisional stay" on the Level I and refer to your Local PASRR prior to end of stay.