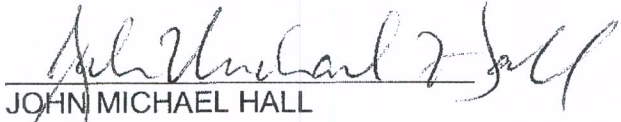
 <p><b>COMMONWEALTH OF PENNSYLVANIA DEPARTMENT OF AGING Harrisburg, PA 17101</b></p>	<b>PENNSYLVANIA DEPARTMENT OF AGING</b>	
	<b>1. File Number:</b>  APD # 10-01-01	<b>2. Disposition:</b>  Note well and file for reference
	<b>3. Issuance Date:</b>  March 3, 2010	<b>4. Effective Date:</b>  Immediately
	<b>5. Program Area:</b> Administration	
	<b>6. Origin:</b>  Department of Aging Department of Public Welfare Office of Long-Term Living (OLTL) Bureau of Finance	<b>7. Contact:</b> Bureau of Finance (717) 772-0192

**AGING PROGRAM DIRECTIVE**

**SUBJECT: NURSING HOME TRANSITION PAYMENT**

**TO:** EXECUTIVE STAFF  
PA DEPARTMENT OF AGING &  
PUBLIC WELFARE  
OFFICE OF LONG-TERM LIVING  
AREA AGENCIES ON AGING  
NURSING HOME TRANSITION PARTNER AGENCIES

**FROM:**   
JOHN MICHAEL HALL  
SECRETARY  
PA DEPARTMENT OF AGING

**PURPOSE:** The purpose of this Aging Program Directive is to provide Area Agencies on Aging and other Nursing Home Transition (NHT) partners with direction for reporting allowable NHT activities and receiving reimbursement for those activities from the Department of Aging/Office of Long-Term Living.

**BACKGROUND:** Nursing Home Transition represents a cornerstone in the effort to rebalance the provision of Long-Term Living Services. Cooperative efforts between the Department of Aging/Office of Long-Term Living, Area Agencies on Aging and other partners are ongoing for the expansion and refinement of NHT.

The Nursing Home Transition activity necessary to prepare nursing facility residents for transition to the community had previously been funded as part of annual funding agreements with Area Agencies on Aging. Funding through the annual agreements, however, did not provide an effective and efficient method of providing reimbursement to agencies according to the level of activity provided to meet NHT and MFP objectives and goals.

The funding mechanism has been revised to provide reimbursement to Area Agencies on Aging and other partners according to NHT activities that they provide and objectives achieved, for improved accountability.

**MONEY FOLLOWS THE PERSON (MFP):** Beginning July 1, 2008, NHT efforts have been directed to longer term nursing facility residents facing the most barriers to having service provided in the community and assisting them to return to the community. The MFP demonstration supports this strategy and allows the Commonwealth of Pennsylvania to draw additional federal funding to support the NHT program and other transition efforts.

**NHT PARTICIPANTS:** NHT participants are classified into two tiers. Each tier has a capped amount of units allowable for transition coordination activities. One unit of service equals fifteen (15) minutes. Tiers are determined by the individual's length of stay in a nursing facility and Medicaid eligibility.

Tier 1 - Individuals who have a length of stay *less than six (6) months* or individuals *who are not receiving Medical Assistance regardless of length of stay* are classified as Tier 1. NHT participants in Tier 1 are capped at 60 hours (240) units of transition coordination.

Tier 2 - Individuals who have a length of stay *greater than six (6) months and who are receiving Medical Assistance* are classified as Tier 2. NHT participants in Tier 2 are capped at 120 hours (480) units of transition coordination.

**REIMBURSEMENT RATE FOR TRANSITION COORDINATION:** The reimbursement rate for transition coordination activities is based on the FY2007-2008 estimated Care Manager/Service Coordinator salaries per agency. The standard rate for transition coordination activities is \$10.00 per 15 minute unit. If an agency's cost is expected to exceed the standard rate, a request for an exception rate of \$12.50 per unit must be submitted to and approved by the Department. Approval will be based on information provided by the agency that identifies the need for the exception rate. Requests are submitted to: [RA-NHT@state.pa.us](mailto:RA-NHT@state.pa.us).

**ALLOWABLE COORDINATION ACTIVITIES:** Allowable activities documented in quarter hour (15 minute) units include but are not limited to:

- Assessing the needs and supports of the NHT participants;
- Developing and recording the care plan for transition and coordination of services to allow the participant to live independently in the community;
- Monitoring transition activities;
- Providing information to the NHT participant about community resources;
- Assistance in finding housing;
- Assisting the participant in establishing a household;
- Assisting the participant and family members in applying for qualified services (Medicaid, food stamps, home mods, etc.);
- Coordinating with medical providers to obtain required documentation; and
- Other activities performed for the participant directly related to support the NHT initiative.

Transition coordination activities can be billed from the time an individual agrees to participate in NHT up to and including the day the individual transitions into the community. Payment for transition coordination is not contingent on a successful transition. Agencies may not bill for both Transition Coordination through NHT and Transition Support Coordination through the Waiver program in which the individual is enrolled.

**OUTCOME PAYMENTS:** In addition to transition coordination, agencies can receive payment through NHT for a series of four outcomes following the transition of the participant.

1. **Transition.** Agencies will receive a payment of \$1,000 following a successful transition to the community, regardless of OLTL-administered program enrollment.
2. **NHT Three (3) Months In Community Contact.** The agencies will receive a payment of \$250 upon completion of required documentation that the transitioned participant has successfully remained in the community for 90 cumulative days. The follow-up contact to document this outcome may be in-person or via phone. If the participant is not enrolled in an OLTL-administered program, the contact must be in-person. Documentation must include whether the participant has resided in a Nursing Facility or hospital in the previous 90 days and if so, the number of days.
3. **NHT Six (6) Months In Community Contact.** Agencies will receive a payment of \$500 upon completion of required documentation that the transitioned participant has remained in the community successfully for 180 cumulative days. In addition to the documentation noted in #2 above, documentation must include whether the participant would consider becoming a peer counselor or would be willing to share their transition story.
4. **NHT Twelve (12) Months In Community Contact.** Agencies will receive a payment of \$750 upon completion of required

documentation that the transition participant has successfully remained in the community for 365 cumulative days. Documentation may be provided as noted in #2 above. Documentation must include whether the participant has resided in a Nursing Facility or hospital in the previous 185 days and, if so, the number of days. Documentation must also include the participant's recommendation(s) for improving the transition program.

Allowable activities for funding provided through the Outcome Payments include, but are not limited to:

- Staff time dedicated to visiting participants on the MDS list;
- Staff time dedicated to following up with discharge planners on participants with scheduled discharge dates;
- Staff time dedicated to building local capacity to serve NHT participants who may not be eligible for state funded programs;
- Staff and management time dedicated to planning outreach, education and transition activities;
- Staff time dedicated to data reporting on NHT activities;
- Trainings and meetings with the Office of Long-Term Living to plan and prepare for NHT activities;
- Trainings and meetings within the AAA for strategic planning purposes;
- Coordinated visits and cross-training with existing NHT Collaborative Plan Partner Agencies to plan and prepare for NHT activities;
- Meetings with nursing facility directors to enhance cooperation;
- Meeting with new partner agencies and community supports (e.g., local housing authority, United Way, CAO) to plan and prepare for NHT activities
- Retrieving, sorting and organizing the MDS data;
- Other activities to support the NHT initiative.

**SAMS DATA ENTRY:** All documentation of coordination activities and outcomes must be entered in SAMS as directed by the Department of Aging/Office of Long -Term Living (the Department).

**REIMBURSEMENT MECHANISM:** The Department of Aging/OLTL will generate monthly invoices from the documentation entered in SAMS by the AAAs and other NHT partners. Staff in the OLTL Bureau of Individual Supports will review all documented activity on those monthly invoices and authorize reimbursement for all activity that has been appropriately documented.

Reimbursement will be made to the agency through the Union/Snyder Area Agency on Aging. The Union/Snyder Area Agency on Aging will receive funding through monthly

disbursements by the Department in accordance with the provisions of the Aging Block Grant Agreement between the Department and the Union/Snyder Area Agency on Aging. The Union/Snyder Area Agency on Aging will not make any NHT reimbursements to agencies without prior authorization of the payment by the Department of Aging/OLTL. All NHT payments made by the Union/Snyder Area Agency on Aging will be reflected in its quarterly FRR reports to the Department of Aging.