

## Hospice PASRR Check list

February 2008

PASRR Procedure Steps	Outcome	Action	Completed
<b>1. Establish Pay Source</b>			
Medicaid		Does not require ULTC100.2 Does require Level I	
Medicaid Pending		Does require ULTC100.2 Does require Level I	
Non Medicaid		Does require Level I	
<b>2. Complete Level I - hospital, hospice or nursing facility can complete the Level I for all individuals (including Medicaid)</b>			
Trigger		Submit to DDM, Requesting Terminal Exclusion	
No Trigger		Complete a hard copy of the new Level I and send to receiving facility. No DDM review required	
<b>3. DDM Review Level I within 2 days</b>			
No Further Action Required		DDM notifies hospice	
Convalescent, Terminal or Severity Exclusion Applied		DDM notifies hospice of determination	
Level II required		<b>DDM refers Level II to OBRA Contractor</b>	
<b>4. Level II is completed and submitted to DDM</b>			
<b>5. Level II Reviewed by DDM - determination regarding placement made</b>			
		DDM reviews Level II with State MH/DD Authority	
<b>6. State MH/DD Authority authorizes Admission</b>			
		DDM contacts referral source and gives authorization number. The Level I with authorization number is faxed to receiving nursing facility	
<b>Resident Discharged From Hospice</b>			
		Notify SEP Immediately	
		SEP Completes ULTC100.2 within 5 days and submits to DDM	
<b>Resident Changes Payer Source</b>			
		Notify SEP to have ULTC100.2 completed for Medicaid clients if the current one s more than 6 months old or if a significant change has occurred in the resident	