

Administrator Alert

Policy updates & rule clarifications for Assisted Living, Residential Care & Nursing Facilities

Office of Licensing & Quality — Oregon Department of Human Services

June 22, 2009

Nursing Assistant Training and Competency Evaluation Program

Dear Administrators,

Seniors and People with Disabilities (SPD) would like to encourage facilities that accept Medicaid clients to participate in the Nursing Assistant Training and Competency Evaluation Program (NATCEP). This Federal program is authorized under Federal Regulations and [Oregon Administrative Rule 411-070-0470](#) and reimburses facilities for the Medicaid proportion of CNA education costs incurred by facilities. Reimbursement requests must be submitted on SPD's [NATCEP reimbursement form](#). [Instructions](#) for completing the form are available. Proportional reimbursements are made for the following allowable costs on a quarterly basis:

- All costs associated with the CNA education, licensing and renewal certificates mandated by the Oregon State Board of Nursing.
- Facility trainers, on-line training or contract trainers used by the facility.
- Books and teaching materials.
- Equipment required to deliver the training, such as TVs and DVD players dedicated to the NATCEP program*.
- Anatomically correct mannequins*;
- CPR classes and supplies used in the clinical portion of the program.

** Prior Authorization is required for purchase prices over \$500.*

Federal regulations and state rule specifically prohibit charging trainees for participation if the trainee is employed by, or has an offer of employment from, a nursing facility on the date which the NATCEP begins. Facilities reported to be in violation of this requirement may be investigated by SPD or its affiliates. A facility **may** charge a student for whom no employment offer has been made; however, the student revenue must be reported on the NATCEP reimbursement form. SPD continues to promote the development of this needed workforce and encourages facilities to not charge any of the students. Any student revenue must be subtracted from the allowable costs used to calculate the allowable NATCEP reimbursement. If the student is hired by the facility, the former student/current employee must be reimbursed in increments no slower than 1/12th per month.



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We encourage all facilities to take advantage of this program. Should you have any questions, please contact Nancy McWherter at (503) 945-6461. Prior authorization requests should also be submitted to Nancy McWherter via either fax at 503-947-5044 or email at nancy.a.mcwherter@state.or.us

