CA/PS Copy & Create
AND
Enhanced HCW Update

Presented By:
APD Medicaid Long Term Care Systems
Christine Maciel – Policy Analyst
Agenda

- Enhanced HCW (EHCW) CBA
  - Definition
  - Enhanced Classification Designation
- Copy & Create
  - Assessments
  - Treatments
- Questions??
Enhanced HCW Definition

- An EHCW provides services to consumers who require medically driven services & supports as defined by DHS & assessed by the CM during the assessment process; and
- Who has completed the required training defined by the HCC.
EHCW Update

- **2013-2015 CBA**
  - New HCW classification & rate: Enhanced HCW (EHCW).

<table>
<thead>
<tr>
<th>Enhanced Homecare Worker (EHCW) Rates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Effective 1/1/2015</td>
</tr>
<tr>
<td>ADL</td>
</tr>
<tr>
<td>IADL</td>
</tr>
<tr>
<td>24-hour Availability</td>
</tr>
</tbody>
</table>

- Eligibility for the EHCW certification will be tied to training.
Enhanced Classification

- Reflected on vouchers.
- The designation will be tied to the HCW’s provider #.
Oregon Home Care Commission

- Website: http://www.oregon.gov/dhs/spd/Pages/worker-cert.aspx
- Training Phone #: 877-867-0077 ext. 2
- E-mail: Training.OHCC@state.or.us
Enhanced Treatments – Bladder/Bowel

- Bladder Irrigations (routine)
- Catheter (intermittent)
- Catheter Care (routine)
- Catheter, Urinary (with difficult insertions)
- Bladder Irrigations (routine)
- Catheter (intermittent)
- Urostomy Care (routine)

- Ileostomy Care (new)
- Ileostomy Care (routine)
- Impaction Removal
- Colostomy Care (new)
- Colostomy Care (routine)
- Impaction Removal
- Urostomy Care (new)
Enhanced Treatments – Feeding/Eating

- Feeding Tube (maintenance care)
- G-Tube Feed (all fluids/nutrition)
- G-Tube Feed (supplemental)
- J-Tube Feed (supplemental)
- Peripheral Intravenous Fluids
- Nasogastric Tube Feed (all fluids/nutrition)
- Nasogastric Tube Feed (supplemental)
- Syringe Feedings (all fluids/nutrition)
- Aspiration of Stomach Contents prior to Feeding
Enhanced Treatments – Skin

- Wound (open)
- Wounds/Lesions (care, non-infected)
- Stasis Ulcer (deep or infected)
- Decubitus Ulcers (Stage III or IV)
Enhanced Treatments – Ventilator Dependent /Tracheostomy/Suctioning/Oxygen

- Tracheal Suctioning
- Tracheostomy (care & maintenance)
- Tracheostomy Cuff Inflation
- Respiratory Dependent (see Ventilator Dependent)
- Stoma Care

- Ventilator Dependent
- Nasopharyngeal Suctioning
- Oral Suction by Suction Machine
- Tracheal Suctioning
- Stoma Dressing Changes
Enhanced Treatments – Behavioral

- Behavior (documented plan)
Enhanced Treatments – Mobility

- Hoyer Lift
- Stump Care (new)
Enhanced Treatments – Medication

- Aerosol Therapy
- Dialysis (Peritoneal Dialysis)
- Intravenous Injections/Infusions
- Feeding Tube (medication administration)
- Insulin Injections (sliding scale)
Treatment Definitions

• Go to the following link for treatment definitions:
  • [http://www.dhs.state.or.us/spd/tools/cm/capstools/txs_defs.pdf](http://www.dhs.state.or.us/spd/tools/cm/capstools/txs_defs.pdf)
Terminology

- **Existing Assessment:**
  - The assessment which you are using to create a new assessment.

- **New Re-Assessment:**
  - The new assessment created via copy & create.

- **Old Treatments:**
  - Treatments in the system prior to implementation of copy & create.

- **New Treatments:**
  - Treatments entered into the system post implementation of copy & create.
Copy & Create

Right click on 'Assessment' and select 'New' to create a new assessment.
Copy & Create

Create Assessment Action

- Create A New Assessment
- Copy A New State Plan Personal Care Assessment
- Copy and Create from existing

Title XIX
Title XIX
PAS

Next  Cancel

SPPC Assessments cannot be copied.
Click 'Next' to continue
Copy & Create

Select which assessment you would like copied.
Click 'Next' to continue
Copy & Create

Select which Treatments you want to be copied to the new assessment.
You can either select them individually or check the 'Select All' check box.
Click 'Next' to continue.
Copy & Create

If 1 or more treatments are not selected to be copied you will receive this informational message.

<table>
<thead>
<tr>
<th>Type</th>
<th>Description</th>
<th>Start Date</th>
<th>End Date</th>
<th>Status</th>
<th>Sync Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Medication</td>
<td>Diabetic Monitoring (Blood sugar)</td>
<td>10/01/2014</td>
<td>10/31/2014</td>
<td>Verified</td>
<td>Pass</td>
</tr>
<tr>
<td>Medication</td>
<td>Routine/Regularly Scheduled Medication</td>
<td>10/01/2014</td>
<td>10/31/2014</td>
<td>Verified</td>
<td>Pass</td>
</tr>
</tbody>
</table>

Information 2090:
Check to see that treatments not being continued in the new assessment have appropriate end dates.
Medication: Diabetic Monitoring (Blood sugar) (10/01/2014 - 10/31/2014)
Copy & Create

Enter the 'Assessment Date' and click 'Next' to continue
Be sure to update comment for each ADL/IADL Need.

CAPS versions created prior to 8/23/14 will only copy the comments.

CAPS versions created 8/23/14 or later will copy answers, needs, results, comments, synopsis & selected treatments.
Treatments Management

<table>
<thead>
<tr>
<th>Type</th>
<th>Description</th>
<th>Start Date</th>
<th>End Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Medication</td>
<td>Diabetic Monitoring (Blood sugar)</td>
<td>00/00/0000</td>
<td>12/31/2015</td>
</tr>
<tr>
<td>Medication</td>
<td>Routine/Regularly Scheduled Medications</td>
<td>00/00/0000</td>
<td>12/31/2015</td>
</tr>
</tbody>
</table>

Treatments Management Screen:
- Update the 'Start Date' for each copied treatment.
- 'End Date' defaults to match the 'Valid Until' date.
- You can also update the 'Type', 'Description', and 'Frequency'.
- Or you can invalidate a Treatment entered in error.
Treatments Management

Inserting a New Treatment click on the icon above.

Also notice for the 'Start/End Date' you can click on the calendar to select a date.
Treatment Management

- Start Date: 01/05/2015
- End Date: 12/31/2015
- Type: [Dropdown]
- Description: [Dropdown]
- Frequency: Medication, Mobility, Oxygen, Skin/Nails, Tracheostomy
- Sync Status: [Dropdown]
- Status Reason: [Dropdown]

You can add a new treatment by the drop down or by the current selection screen.

Treatments Management

<table>
<thead>
<tr>
<th>Type</th>
<th>Available Treatments</th>
<th>Selected Treatments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Behavior</td>
<td>Decubitus Ulcers (Stage III or IV)</td>
<td>Nail Care (Diabetic)</td>
</tr>
<tr>
<td>Bowel/Bladder</td>
<td>Isolation-contact</td>
<td></td>
</tr>
<tr>
<td>Eating</td>
<td>Massage or Application of Lotions</td>
<td></td>
</tr>
<tr>
<td>Medication</td>
<td>Nail Care (Maintenance)</td>
<td></td>
</tr>
<tr>
<td>Mobility</td>
<td>NOT IN USE: Wound/Decubitus (Heat [Dropdown])</td>
<td></td>
</tr>
<tr>
<td>Oxygen</td>
<td>Pain (Cold Treatment)</td>
<td></td>
</tr>
<tr>
<td>Skin/Nails</td>
<td>Pain (Heat Treatment)</td>
<td></td>
</tr>
<tr>
<td>Tracheostomy</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Treatments Management

Case for

- Client Assessment
  - Four ADLs
  - Mobility
    - Ambulation
    - Transfers
  - Eating
  - Elimination
    - Bladder
    - Bowel
    - Toileting
  - Cognition/Behavior
    - Adaptation
    - Awareness
    - Judgement
    - Memory
    - Orientation
    - Danger to Self or Others
    - Demands on Others
    - Wandering
- Additional ADL/ADL
- Sleep
  - Treatments
  - Supports
  - Synopsis
  - SPL and Needs Summary
  - Full Benefit Results

Treatments Management

<table>
<thead>
<tr>
<th>Type</th>
<th>Description</th>
<th>Start Date</th>
<th>End Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Skin/Nails</td>
<td>Nail Care (Diabetic)</td>
<td>01/05/2015</td>
<td>12/31/2015</td>
</tr>
<tr>
<td>Skin/Nails</td>
<td>Nail Care (Diabetic)</td>
<td>01/05/2015</td>
<td>12/31/2015</td>
</tr>
<tr>
<td>Medication</td>
<td>Diabetic Monitoring (Blood Sugar)</td>
<td>01/01/2015</td>
<td>12/31/2015</td>
</tr>
<tr>
<td>Medication</td>
<td>Routine/Regularly Scheduled Medication</td>
<td>01/01/2015</td>
<td>12/31/2015</td>
</tr>
</tbody>
</table>

Information 1872

Are you sure you want this to be marked "invalid"?

- Yes
- No

Comments

Sync MF

History

Next
Treatments Management

Notice that the 'Invalidated' treatment is no longer on the list.

Scroll right to view treatment 'Status' and 'Sync Status'.

Click on 'Sync MF' to sync treatments to the Mainframe.
Treatments Management
Treatments Management

If information is changed on a Sync'd treatment, you will need to re-sync the treatment to the MF.

If you click 'Next' before syncing you will receive the following message......
Treatments Management

You can still proceed to additional ADL/IADL needs

You will see the same message after entering additional ADL/IADL need levels
To get back to the Treatments Management screen, click on the 'Treatments' folder on the Client Assessment Tree.
Treatments Management

After returning to the screen click the ‘Sync MF’ button. Notice now that all Treatments have been verified and Sync’d.
You will need to click on each row to view the 'Status Reason'.

20667: Treatment overlaps with another treatment. (Assessment Date - 04/25/2014; Treatment - Catheter Care (Routine); Start - 10/01/2014; End - 04/30/2015)
Treatment Management

Right click on the source assessment to edit the treatment end dates
Treatments Management

Click on 'Treatments' to begin editing
Treatments Management

Existing Assessment

New Re-Assessment
Treatments Management

Click on each row to manually update end dates on the Existing assessment.
Once all the end dates have been updated, you must re-sync to the MF.
Now that the Existing assessment treatments are in 'Pass' Sync Status, you must go back to the New Re-assessment and sync there.
Treatments Management

Closed out by clicking on the X

Right click on the New Re-assessment to 'Edit' & complete the Sync process
Treatments Management

In the Existing assessment click 'Sync MF'
Treatments Management

Now all treatments in the Existing & the New Re-assessments have been successfully sync’d
Treatments Management

<table>
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<td>01/01/2015</td>
<td>12/31/2015</td>
</tr>
<tr>
<td>Skin/Nails</td>
<td>Nail Care (Diabetic)</td>
<td>01/01/2015</td>
<td>12/31/2015</td>
</tr>
<tr>
<td>Medication</td>
<td>Routine/Regularly Scheduled Medication</td>
<td>01/01/2015</td>
<td>12/31/2015</td>
</tr>
</tbody>
</table>

Click 'Next' to continue OR 'History' to view the treatments history.
# Treatment History

**Treatments Records Across all Assessments**

<table>
<thead>
<tr>
<th>Type</th>
<th>Description</th>
<th>Frequency</th>
<th>Assessment Date</th>
<th>Start Date</th>
<th>End Date</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Medication</td>
<td>Diabetic Monitoring (Blood sugar)</td>
<td>2xDay(BID)</td>
<td>12/31/2014</td>
<td>1/1/2015</td>
<td>12/31/2015</td>
<td></td>
</tr>
<tr>
<td>Skin/Nails</td>
<td>Nail Care (Diabetic)</td>
<td>1xweek</td>
<td>12/31/2014</td>
<td>1/1/2015</td>
<td>12/31/2015</td>
<td></td>
</tr>
<tr>
<td>Medication</td>
<td>Routine/Regularly Scheduled Medication</td>
<td>3xDay(TID)</td>
<td>12/31/2014</td>
<td>1/1/2015</td>
<td>12/31/2015</td>
<td></td>
</tr>
<tr>
<td>Medication</td>
<td>Diabetic Monitoring (Blood sugar)</td>
<td>2xDay(BID)</td>
<td>12/01/2014</td>
<td>12/1/2014</td>
<td>12/31/2014</td>
<td></td>
</tr>
<tr>
<td>Skin/Nails</td>
<td>Nail Care (Diabetic)</td>
<td>1xweek</td>
<td>12/01/2014</td>
<td>12/1/2014</td>
<td>12/31/2014</td>
<td></td>
</tr>
<tr>
<td>Medication</td>
<td>Routine/Regularly Scheduled Medication</td>
<td>3xDay(TID)</td>
<td>12/01/2014</td>
<td>12/1/2014</td>
<td>12/31/2014</td>
<td></td>
</tr>
<tr>
<td>Medication</td>
<td>Diabetic Monitoring (Blood sugar)</td>
<td>1xDay(QD)</td>
<td>10/22/2013</td>
<td>10/1/2014</td>
<td>11/30/2014</td>
<td></td>
</tr>
<tr>
<td>Medication</td>
<td>Routine/Regularly Scheduled Medication</td>
<td>3xDay(TID)</td>
<td>10/22/2013</td>
<td>10/1/2014</td>
<td>11/30/2014</td>
<td></td>
</tr>
</tbody>
</table>

You can print this screen. You can change this history filter to select by 'Description', by 'Dates', & you can also choose to 'Include Invalid' treatments.

If you change the Selection options you will need to click 'Filter' to prompt the search.
Once you have made it to the Full Benefits Results screen & you click 'Next' you will have to click on the check box to confirm that the assessment, treatments and comments are complete and accurate.
Assertion Confirmation

- If you attempt to click ‘Next’ without checking the assertion box you will receive the following message.
## Additional Important Information

<table>
<thead>
<tr>
<th>Type</th>
<th>Status</th>
<th>Purpose</th>
</tr>
</thead>
<tbody>
<tr>
<td>Status</td>
<td>Pend</td>
<td>Default value. Treatment has not been verified.</td>
</tr>
<tr>
<td>Status</td>
<td>Verified</td>
<td>Treatment has been verified (but not necessarily synchronized).</td>
</tr>
<tr>
<td>Status</td>
<td>Invalid</td>
<td>Treatment has been invalidated by the user.</td>
</tr>
<tr>
<td>Sync Status</td>
<td>Pend</td>
<td>Default value.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>1. Treatment has not been synchronized.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2. Treatment has been synchronized, but then subsequently modified (change was made to Start, End, or Invalidated).</td>
</tr>
<tr>
<td>Synchronization</td>
<td>Pass</td>
<td>Treatment has been successfully synched with the Mainframe.</td>
</tr>
<tr>
<td>Synchronization</td>
<td>Fail</td>
<td>Synchronization failed for that particular treatment</td>
</tr>
</tbody>
</table>
Only existing assessments in ‘Completed’, ‘Incomplete’, & ‘Invalid’ status can be copied.

Assessments in ‘Pending’ status cannot be copied.

‘Copy Selection Screen’ buttons:
- BACK will go back to the assessment list.
- NEXT will create a new assessment.
- CANCEL will go back to the assessment tree.
Additional Important Information

The Valid Until Date is actually 12/31/2015
Additional Important Information

- AFH/RCF Add-Ons will only be generated when treatments have been added to a ‘pending’ assessment.
Additional Important Information

- Treatments with 1/1/1900 start & end dates will not be available for copying.
Additional Important Information

- When you see treatments with valid start/end dates & 1/1/1900 start/end dates, only the treatments with the valid start/end dates will be listed for copy selection.
Additional Important Information

- Checking out old treatment information -

Right click on any old assessment and click on Treatments to view Treatments listed in that assessment
Sync Failures

- If you receive a message that a treatment sync has failed you should go ahead and contact the service desk.
- DHS.ServiceDesk@state.or.us
Questions

- New temporary e-mail box set up for policy/training related questions associated with the EHCW/Copy & Create Oregon ACCESS release.
  - Oregonaccess.release@state.or.us
- Bug issues should be reported to the service desk.
The End!!

- Time for questions