Update: New PASRR Comprehensive Service Plan Form Available for LA and NF Providers on January 26, 2019

Information posted December 28, 2018

Beginning January 26, 2019, Local Authority (LA) and Nursing Facility (NF) providers will have access to a new form called the PASRR Comprehensive Service Plan (PCSP) form. The PCSP will replace the Interdisciplinary Team (IDT) meeting and PASRR Specialized Services (PSS) forms. New IDT and PSS form submissions will not be accepted after January 25, 2019.

The new PCSP form must be completed at each IDT or Service Planning Team (SPT) meeting to document the PASRR specialized services agreed upon. LAs will also have the capability of initiating an LA Update when there is need to revise Specialized Services. These changes will be documented in the PCSP.

NFs can complete the PCSP form by accessing the Initiate PCSP button available on a PASRR Evaluation (PE) form submitted with positive PASRR eligibility.

Local Intellectual and Developmental Disabilities Authorities (LIDDAAs) can submit results of an SPT or Quarterly meeting, and LAs can submit an LA Update meeting by using the Add Meeting button available on a previously submitted PCSP form. The LAs can use the Initiate PCSP button available on a PE form submitted with positive PASRR eligibility if an IDT or SPT meeting is not already previously submitted on a PCSP form.

A new alert will be sent to the:

- LAs – for LA confirmation when results of an IDT meeting are submitted or updated on a PCSP form.
- NFs – when results of an SPT or LA Update meeting are submitted on the PCSP form to be added to the Individual Comprehensive Care Plan.

By January 25, 2019, the administrator of each NF and LA provider must update user accounts with PCSP submitter permissions to submit and view the PCSP form. To activate these functions, go to My Account, select Modify Permissions, and select the provider number that needs PCSP permissions activated. Then check the box for PCSP Viewer or PCSP Submitter to add those permissions.

Prior to January 26, 2019, NF and LA providers will use the IDT, PSS and PE forms to make the following updates:

Completion and Submission of IDT form:

IDT meetings are required with the submission of all initial positive PEs and all subsequent positive PEs if the PASRR eligibility or PASRR specialized services have changed.

NF providers must have IDT submissions updated and current.

For all IDT meetings held prior to January 26, 2019, NF providers must submit results of IDT meetings using the current IDT tab on the PASRR Level 1 Screening (PL1) Form.
LA providers must confirm these IDT meetings on the IDT tab on the PL1.

NF providers will not be able to submit or update IDT meetings on the PL1 once the PCSP form is available. If unable to do so by the due date, the IDT meeting must be resubmitted on the new PCSP form.

PASRR Transaction ID (PTID) Status Requirements:

LA providers must address any PE PTID that has a status of **LA Action Required**. Failure to resolve the error returned on a PTID will prevent the Texas Health and Human Services Commission (HHSC) from generating service authorization records. Most errors are resolved by ensuring correct resident demographic information appears on the PE.

Completion and Submission of PSS Form:

LIDDAs must complete and submit the PSS forms for any SPT meetings that were held before January 26, 2019.

LIDDAs who have a PSS form currently saved as a draft must complete the form and submit it by January 25, 2019. Failure to submit as directed will result in losing the saved meeting information.

LIDDAs will not be able to submit new or draft PSS forms once the PCSP form is available, and failure to submit PSS forms prior to January 26, 2019 will require results of the SPT meeting(s) to be resubmitted on the new PCSP form.

**Training for the PCSP**

All NFs and LAs who will complete or enter the PCSP should receive training from HHSC. Training sessions are being organized across the state to provide opportunities for staff to receive training.

To register for a PCSP form training in your area, visit the Texas Health and Human Services (HHS) Learning Portal at the following link, and follow instructions to register:

https://learningportal.dfps.state.tx.us/enrol/index.php?id=64

If you do not already have a login account for the HHS Learning Portal, you must create one. For assistance with the PCSP registration and training, contact Debbie Reece at Debbie.Reece@hhsc.state.tx.us.

For more information, call the Texas Medicaid and Healthcare Partnership (TMHP) Long Term Care Help Desk at 1-800-626-4117, Option 1.