

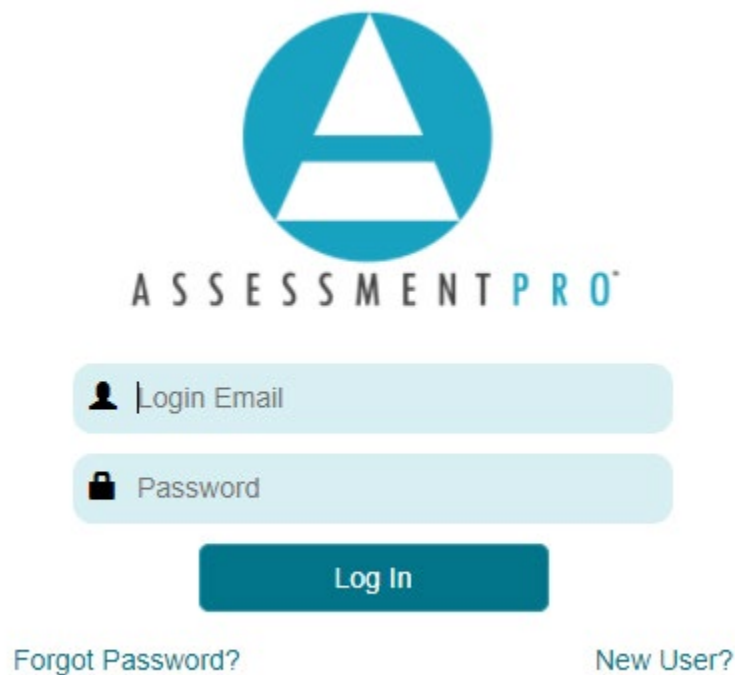
3/25/2022

Quarterly Provider Newsletter: Best Practice Reminders + Process Update - Illinois PASRR Program Now in AssessmentPro

PROCESS UPDATE: Illinois PASRR Assessments Now in AssessmentPro System

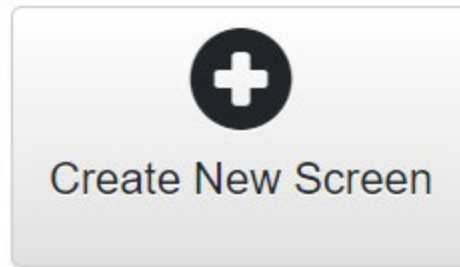
Effective Monday, March 14, the **Illinois PASRR program** was added to the AssessmentPro system. As a facility in a nearby state, you may need to enter a Level I screen for someone who is going to a Nursing Facility (NF) in Illinois. you will need to complete an Illinois PASRR Assessment. To do this, follow the step-by-step instructions below:

Step one: Log into AssessmentPro with your **username and password**.



The image shows the AssessmentPro login interface. At the top is the AssessmentPro logo, which consists of a blue circle containing a white stylized 'A' that resembles a mountain peak. Below the logo, the text 'ASSESSMENTPRO' is displayed in a blue, sans-serif font. Underneath the text are two light blue input fields. The first field has a person icon and the placeholder text 'Login Email'. The second field has a padlock icon and the placeholder text 'Password'. Below these fields is a dark blue button with the text 'Log In' in white. At the bottom of the interface are two links: 'Forgot Password?' on the left and 'New User?' on the right.

Step two: Select the option to **Create New Screen**.



Step three: Select the state location of the NF that the person will be admitted to in dropdown box for **State of Admittance**.

(**Example** – the individual is in an Indiana hospital and going to an Illinois Nursing facility, then you choose Illinois).

Assessment Initialization

State of Admittance

Illinois ▼

Screening Types

☐ I need a PASRR screen or evaluation (Level I, Level II, status change) ⓘ

Cancel

Step four: Follow the remaining prompts and complete the Level I screen. Once the PASRR is complete and you have an outcome, you can print that off and give it to the NF.

BEST PRACTICES: PASRR Process and System Reminders

1. Make sure that your facility has **more than one Facility Administrator** set up in the AssessmentPro system. This is a critical step to help ensure that PASRR processes can continue moving forward in case the other Administrator is out of the office.
2. Be sure to **discharge patients** who are no longer in AssessmentPro. Payment is not dependent on keeping the individual's record listed in their facility, even if they are no longer there.
3. Don't wait for a Level of Care (**LOC**) to expire.
4. Be mindful that an **1135 waiver is valid for 30 days**. Per FSSA, a retrospective level of care cannot be approved without a compliant PASRR.

5. Always remember to check the **Submitting Location** information and change if necessary, to avoid submitting for the wrong facility.
6. Make sure someone is available for a PASRR Level II interview. If it is not the Level I submitter who should be contacted, please make sure to put the Level II contact person in the Communication box, so that the IN PASRR support team is aware of who to call to complete the Level II interview.
7. Always [contact the Help Desk](#) to cancel a Level II as soon as possible, if the individual discharges or is admitted to the hospital.

SUPPORT: Contact the Indiana PASRR Help Desk

Phone: 833.597.2777

Email: pasrr@fssa.in.gov

6/09/ 2022

System Update: IP Address for AssessmentPro to be Updated on Wednesday, June 15, 2022

On the evening of **Wednesday, June 15**, the Maximus IT team will **update the IP address** for [AssessmentPro.com](https://www.AssessmentPro.com). This change is not expected to affect any existing bookmark or site access for the majority of all system users.

In the unlikely event this change does affect your ability to access the site after the transition date, please contact your organization's IT support team. Notify them that you require updated access to the AssessmentPro site and forward the detail below so that they can add the information to their list of approved IP addresses.

Web Domain: www.AssessmentPro.com

New IP Address: 40.86.113.36