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State of Louisiana

Louisiana Department of Health
Office of Aging and Adult Services

MEMORANDUM **OAAS-P-26-040**

TO: All Licensed Hospitals
All Medicaid Certified Nursing Facilities

FROM: Theresa Forrester, Program Operations Director
OAAS Nursing Facility Admissions (NFA) Section

Theresa Forrester

DATE: **10/22/2026**

SUBJECT: Holiday State Office Closures

This is a notification for all Medicaid certified nursing facilities and licensed hospitals regarding the upcoming state holiday office closures.

Please be aware of the approaching state office closures listed below:

- **Tuesday, November 3, is a legal declared holiday.**
- **Wednesday, November 11, is a legal declared holiday.**

To avoid delays in the Preadmission Screening and Resident Review (PASRR) process, the Level I PASRR and LOCET can be completed upon admission to a health care facility/hospital before the applicant needs to be discharged from that facility. It is important to note that the 142 decision form is valid for 30 days. We encourage facilities to utilize this process when working with potential applicants that may need to be discharged around the holidays to reduce delays in nursing facility authorizations.

If you have any questions or for assistance with an emergency case, please contact Sheri Reed (sheri.reed@la.gov) or Tammy Chaisson (tammy.chaisson@la.gov) at 337-262-1664.