

South Dakota PASRR

Quarterly Provider Newsletter:

Updated Level I Form Available on Tools & Resources Site |
Review Best Practice Tips & Reminders

RESOURCE UPDATE: New Level I Form Available via SD PASRR Tools and Resources Site



The state has updated the [Level I Screening form to include Post Traumatic Stress Disorder as a diagnosis that can qualify for a Serious Mental Illness](#). This diagnosis can be very nuanced in determining whether an individual qualifies as a part of the PASRR population dependent on their symptoms, behaviors, and history of treatment. Be sure to download this form at your earliest convenience via the link posted to the [SD PASRR Tools & Resources site](#).

BEST PRACTICES: Assessment Tips & Reminders

1

Thanks to everyone who attended the September Provider training session. If you were unable to attend the meeting or would just like a refresher on the topics presented, **click the links below to review the presentation materials:**

- [September 2025 Provider Training | Slides](#)
- [September 2025 Provider Training | Recording \(55:29 mins\)](#)

2

Remember that the **Convalescent Categorical should not be used as a way to bypass the Level II assessment**. This categorical should only be utilized when an individual is truly believed to need less than a 100-day stay.

3

If you are requesting a categorical, make sure to **reference the appropriate submitting documentation needed** and submit with the referral to prevent any delays. It is always helpful to use the Supporting Documentation Checklist by checking what documents are being submitted and to see what is required.

4

Keep in mind that Maximus has a full business day to review the Level I referral. **If a referral is submitted after 3 p.m. CT, it will be processed the next business day.** Maximus has a total of 5 business days to complete the Level II evaluation and assessments are processed by time of receipt and based off of the availability of the assessor, our goal is to always complete the interview and assessment promptly, but expediting interviews and assessments is not always possible.

To ensure that assessments are completed promptly and do not delay discharge, **we recommend submitting your Level I referrals as early in the discharge planning process as possible** and responding quickly to emails.

5

When completing the Level I screen, if you are submitting a resident review due to a status change, **always select the appropriate reason for the status change** and provide context, as this helps clarify the reason for the referral.

6

When filling out any of the address sections on the referral (Legal Guardian/Mailing Address) **be sure to fill these sections out completely. We need the full mailing address, including city, state, and zip code.**

7

If all questions on the screen are answered with "No", but the last section of the screen is marked "yes" for it to be reviewed, the screen will **not** be reviewed and can be filed with the individual as they can be placed without further evaluation. **"Yes" should only be selected if any of the questions under the ID/DD or SMI sections are marked "Yes" or "Suspected".**

*Are any questions under the Intellectual/Developmental Disability -or- Serious Mental Illness sections marked 'YES' or 'SUSPECTED'?

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No – This individual may be admitted without further evaluation and this form is to be saved in the individual's file.

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Yes – This individual needs to be referred to Maximus at PASRR@state.sd.us for further evaluation.

SUPPORT: Contact the South Dakota PASRR Help Desk



Do you have questions on South Dakota PASRR policy or procedures? Please contact **South Dakota Program Manager, Emily Johnson**:

- Email: Emily.Johnson@state.sd.us (email is preferred)
- Phone: 605.773.8434

Contact the dedicated **South Dakota PASRR Help Desk** team to answer any questions you have regarding specific referrals and assessments.

- Email: SDPASRR@maximus.com
- Phone: 833.957.2777

Sign up for the PASRR Communication Mailing List: If you received this email announcement, then you are already on the PASRR mailing list. If there are others on your team involved in the PASRR process that would also like to be kept up to date with all things PASRR, contact the Maximus – SD Help Desk at: SDPASRR@maximus.com with the subject line "Please add to the South Dakota PASRR contact list." Include full name, title, facility/organization name and email address in the body of the message.



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