



INFORMATIONAL LETTER NO. 1939-MC-FFS

DATE: August 21, 2018

TO: Iowa Medicaid Intermediate Care Facilities (NF), and Nursing Facilities-Mental III (NF/MI), and Skilled Nursing Facilities (SNF)

APPLIES TO: Managed Care (MC) and Fee-For-Service (FFS)

FROM: Iowa Department of Human Services (DHS), Iowa Medicaid Enterprise (IME)

RE: Reminder of Minimum Data Set (MDS) 3.0 Section Q Referral Process

EFFECTIVE: Immediately

On April 14, 2016, [Informational Letter 1660¹](#), *Minimum Data Set (MDS) 3.0 Sections Q Referral Process*, was issued. This Informational Letter is a reminder to providers of the current process for MDS Section “Q” referrals to IME. The process is as follows:

After completion of the MDS 3.0, the NF discharge planner should call the IME Medical Services Unit at 1-800-383-1173 or locally in Des Moines at 256-4623 between 8 am and 4:30 pm Monday through Friday and ask to speak to a reviewer about a Section Q referral.

The IME reviewer will gather the necessary information from the facility. The IME reviewer will then determine if the member is assigned to a Managed Care Organization (MCO). If the member is enrolled in an MCO, the member’s contact information will be forwarded to the MCO’s care coordination team. The MCO care coordination team will respond to the individual’s request for information and provide additional outreach to further assess the member’s needs related to transition into the community. The MCOs will report the outcome of the Section Q referral to the IME on a quarterly basis.

If the member is with Medicaid FFS and is not enrolled with an MCO or is not Medicaid eligible, the member’s contact information will be forwarded to a Money Follows the Person (MFP) transition specialist who will perform additional outreach to further assess the member’s needs related to transition to the community.

Within the Preadmission Screening and Resident Review (PASRR) process, there is a similar process to follow whenever an individual has 1) been approved by PASRR for a short-term period of approval for nursing facility care, with a goal of placement in a lower level of care, or 2) self-disclosed through a process other than via the MDS 3.0 Section Q, that they wish to seek transition to a lower level of care. In these cases, the nursing facility will be expected to

¹ https://dhs.iowa.gov/sites/default/files/1660-MC_MinimumDataSet3.0SectionQReferralProcessSO.pdf

care plan for all community placement supports and make appropriate referrals following the guidance offered within the PASRR Summary of Findings and PASRR training.

If you have any questions regarding the MDS 3.0 Section Q referral process, please contact Sally Oudekerk, Program Manager, at soudeke@dhs.state.ia.us.

If you have any questions regarding the PASRR program or process, please contact Lila Starr, PASRR Program Manager, at lstarr@dhs.state.ia.us, or Ascend Management Innovations, at iowapasrr@ascendami.com.