



# Submitting a Level 1 Screen with a focus on Avoiding an RFI

CO PASRR  
2021



Slides from February 2021 – Original slide deck #42-46

# Adding Documentation



## Documentation Panel (1 of 5)



- The next panel is the Documentation Panel. This is where you will upload any related clinical documentation necessary for the review to be processed. At a minimum you are required to submit the:
  - History and Physical
  - Medications List
- To submit documentation, click **Add**.



**Documentation** + Add

Search:

Name	Category	Topic	Date Added	Uploaded By	Action
No data available in table					

Show  entries

Showing 0 to 0 of 0 entries

Previous Next

## Documentation Panel (2 of 5)



This will open a modal where you can drag and drop files or select [Click here](#) to open a Windows directory and find the necessary files on your system.

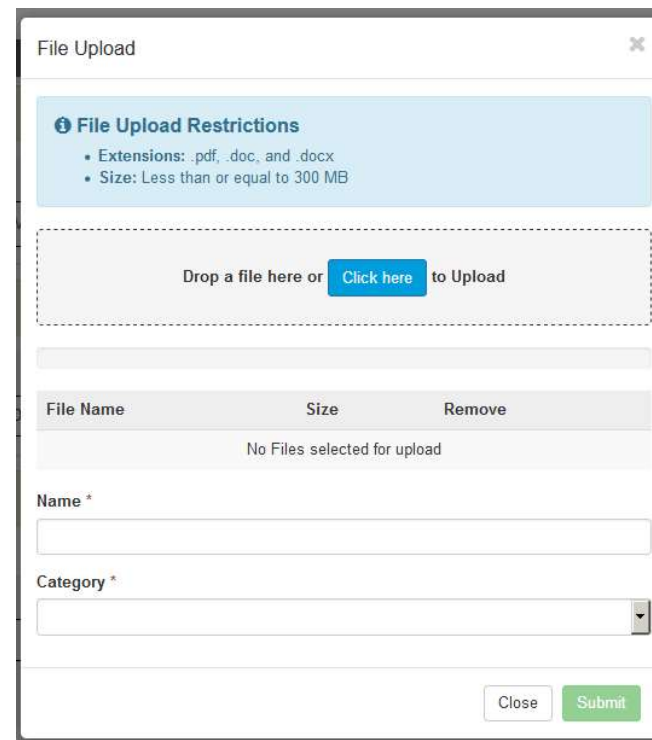
A screenshot of a 'File Upload' modal window. At the top, it says 'File Upload' with a close button. Below is a section titled 'File Upload Restrictions' with two bullet points: 'Extensions: .pdf, .doc, and .docx' and 'Size: Less than or equal to 300 MB'. In the center, there is a dashed box containing the text 'Drop a file here or' followed by a blue button labeled 'Click here' and then 'to Upload'. A large blue arrow points upwards to the 'Click here' button. Below this is a table with three columns: 'File Name', 'Size', and 'Remove'. The table is currently empty, showing 'No Files selected for upload'. At the bottom, there are two input fields: 'Name \*' and 'Category \*'. The 'Name' field is a text input, and the 'Category' field is a dropdown menu. At the very bottom right, there are two buttons: 'Close' and 'Submit'.

## Documentation Panel (3 of 5)



### Please note:

- Documents must be in PDF or Word format.
- The file name cannot contain special characters.
- The name of the document can be edited in the Name box as applicable.

A screenshot of a 'File Upload' dialog box. At the top, it says 'File Upload' with a close button. Below is a section titled 'File Upload Restrictions' with two bullet points: 'Extensions: .pdf, .doc, and .docx' and 'Size: Less than or equal to 300 MB'. In the center, there is a dashed box containing the text 'Drop a file here or' followed by a blue 'Click here' button and 'to Upload'. Below this is a table with three columns: 'File Name', 'Size', and 'Remove'. The table is currently empty, showing 'No Files selected for upload'. At the bottom, there are two required fields: 'Name \*' with a text input box, and 'Category \*' with a dropdown menu. At the very bottom right, there are 'Close' and 'Submit' buttons.

File Name	Size	Remove
No Files selected for upload		

Name \*

Category \*

Close Submit

## Documentation Panel (4 of 5)



- **Category** allows you to select the type of document you are attaching. This will most always be clinical.
- **Topic** further defines the type of clinical information you are attaching.
- Click **Upload** to attach the information to the review.
- This can be repeated as many times as necessary to attach all relevant documentation to your request.

**File Upload Restrictions**

- Extensions: pdf, gif, jpg, jpeg, png, bmp, rtf, doc, docx, xls, xlsx, txt, xps, csv
- Size: Less than or equal to 300 Mb

Drop a file here or [Click here](#) to Upload

File Name	Size	Remove
History and Physical.docx	12 KB	

**Name \***

**Category \***

Clinical

**Topic \***

Medical & Treatment History

Close

Upload



## Documentation Panel (5 of 5)



When all the request steps have been completed, click **Continue** in the bottom right corner of the page.

**Documentation** + Add

Show 10 entries Search:

Name	Category	Topic	Date Added	Uploaded By	Action
<a href="#">A Smith Med List</a>	Clinical	Medication History	08/19/2020	testppu	
<a href="#">A Smith History and Physical</a>	Clinical	Medical & Treatment History	08/19/2020	testppu	

Showing 1 to 2 of 2 entries Previous 1 Next

Continue



Slides from February 2021 – Original slide deck #41 and 48

# Adding Free Text





## Assessment Panel



- The next panel is the Assessment panel.
- This is where you will provide the PASRR Level 1 information.
- A free text field will appear and be required for all Yes responses.
- Section C will appear if there are any Yes answers in the preceding assessment sections.

Assessment	
Section A: PASRR Condition Indicators – Mental Illness	
Question	Answer
Does the individual have a known or suspected diagnosis of a major mental illness?	<input checked="" type="radio"/> Yes <input type="radio"/> No
<div></div>	
Does the individual have any indications of a major mental illness?	<input type="radio"/> Yes <input type="radio"/> No
Is the individual on antipsychotic, mood stabilizing, or antidepressant medication?	<input type="radio"/> Yes <input type="radio"/> No
Section B: PASRR Condition Indicators – Intellectual or Developmental Disabilities, or Related Conditions	
Question	Answer
Does the individual have a known or suspected diagnosis of intellectual or developmental disability?	<input type="radio"/> Yes <input type="radio"/> No
Does the individual have a diagnosis of a neurological condition such as Cerebral Palsy, autism, or seizures?	<input type="radio"/> Yes <input type="radio"/> No
Has the individual ever received services from, or been referred to, an agency serving persons with an intellectual or development disability?	<input type="radio"/> Yes <input type="radio"/> No
Did the individual sustain a brain injury prior to the age of 22?	<input type="radio"/> Yes <input type="radio"/> No
Section C: Provisional Admissions	
Question	Answer
Is the need for NH service regarding convalescent care due to discharge from an acute care hospital and likely will require fewer than 30 days of nursing services?	<input type="radio"/> Yes <input type="radio"/> No
Emergency stays due to emergency evacuations or protective services placements not to exceed 14 days	<input type="radio"/> Yes <input type="radio"/> No
Individuals with delirium where the delirium prevents an accurate diagnosis at the time of entry into the nursing home but is expected to clear within 14 days	<input type="radio"/> Yes <input type="radio"/> No
Respite stays of up to 30 consecutive days to provide respite to in-home caregivers	<input type="radio"/> Yes <input type="radio"/> No

## Comments

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- After completing the attestation, users have the option to add a comment to the request if applicable.
- A comments modal will open, and the user can enter additional information related to the review.
- This is optional and not required to complete the review.
- Click **Submit**.

A screenshot of a 'Submit Review' modal window. The window has a title bar with 'Submit Review' and a close button (X). Below the title bar is a section labeled 'Comments' containing a large text input area with the placeholder text 'Comments'. At the bottom right of the modal are two buttons: a 'Cancel' button and a green 'Submit' button. A blue arrow points to the 'Submit' button.