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| MnCHOICES September 2024 Release Summary & Other Updates**Smart Guide:** **Transfer Guidance for MSHO/MSC+ Care Coordinators:** Below is the list of MnCHOICES updates published by DHS on 9/30/2024. DHS recently posted the **Smart Guide:** **Transfer Guidance for MSHO/MSC+ Care Coordinators (loaded to Help Center 9/26/2024).** Blue Plus needs to review this guidance to determine if any updates are needed to our Model of Care before potential implementation. Please continue to follow current processes outlined in our guidelines until further notice.**Updated MnCHOICES FAQ:**We recently updated the FAQ posted on the MnCHOICES page of our website. We removed topics that were included in our recent Guidelines updates and updated the FAQ to include non-guidelines related questions/answers on topics such as onboarding, use of DHS forms, support planning, and much more. **Blue Plus MnCHOICES Process Flow Webinar:** Coming soon in November. We will send a Save-the-Date. **Purpose:** To provide MnCHOICES mentors and users with the following update and release summary. **1. Resolved Current Functionality items: Fixed in the release** **(8 fixes which includes 2 critical functionality item)*** **MnCHOICES Assessment heading-Description:** In the activity information section of the MnCHOICES Assessment, PMAP type was blank and MCO agency showed unknown even when the correct information was found in the Health Insurance information icon.
	+ **Changes made:** The PMAP type and MCO agency will populate from the Health Insurance section of the Health Information icon.
* **MnCHOICES Assessment heading-Description:** When a user deletes a diagnosis in the health information icon and then added back later, the diagnosis would appear twice in the following assessment dropdowns: screening document diagnosis, current conditions and diagnostic confirmation.
	+ **Changes made:** If a diagnosis is deleted from the Health Information icon and then re-added, the diagnosis will only appear once in the assessment dropdowns.
* **MnCHOICES Assessment: Functional Assessment heading-Description:** If a person does not need help with any activities for daily living (ADLs) but has a Level I [1] behavior and some complex health treatments at specific frequencies, the system may not have shown a person is eligible for CFSS/PCA. [**This is a critical functionality item.**]
	+ **Changes made:** The assessment will show a person as eligible for CFSS when they have a Level I [1] behavior and any complex health treatments.
* **MnCHOICES Assessment: Functional Assessment heading-Description:** If "Completes toileting-related tasks with supervision: Intermittently during activity” is selected to describe a person's ability to complete toileting-related tasks for a person 13 years old or older in the ADL section under toileting, the system showed the person met NF LOC standards. [**This is a critical functionality item.**]
	+ **Changes made:** The system will correctly display when NF LOC is met.
* **Support plan heading-Description:** The system would not save “Date support plan shared” in a revised support plan when a user selected “No” or did not enter a date for an original support plan in “My care team” in an SP — MCO/MnA or SP — HRA.
	+ **Changes made:** The date the support plan was shared with the primary doctor or support team member is now editable on revised support plans.
* **Support plan: Services and Supports, Service Type- Services that Support Me heading-Description:** The support plan displays the CFSS section when a user selects any of these services:
* Home health aide visits and extended unit codes.
* Home care nursing (HCN) state plan units and extended unit codes.
* Home care therapies (physical, occupational, speech and respiratory therapy) extended codes only; state plan therapies are not on the authorization.
* Skilled nursing visit.
	+ **Changes made:** The service profiles were updated and the CFSS section will no longer display on the support plan.

**Updated Current Functionality and Future Enhancements document items:** * **Description:** A user cannot choose a consultation services provider in the support plan as a service provider for a person using CFSS.

**Directions:** In the Support Plan, choose “Add service or support.” Select “People and community organizations that support me,” and type in the organization’s name. Include a support description that includes the service details. Then enter CFSS Consultation Services T1023.**Other changes made - not listed in the Current Functionality and Future Enhancements document:*** **Description:** A user can view a person's contacts in the Contact icon and in the View Summary screen, however was unable to print this information.
	+ **Changes made:** Users can print the person's contacts in the Contact icon and the View Summary screen by using the browser print or by right clicking and selecting “Print”.
* **Description:** The Health Risk Assessment (HRA) form automatically copied over data from the last completed HRA to the newly created form.
	+ **Changes made:** If the "Person declines health risk assessment" or "Person not located for health risk assessment" response is selected in Assessment results, the data in all HRA sections and subsections will be cleared out.
* **Description:** In the Health Risk Assessment (HRA) form, COS (County of Service), COR (County of Residence) and LTCC (Long-Term Care Consultation) fields displayed in the "Assessment Information" section and responses were needed to fulfill the form completion requirements.
	+ **Changes made:** The COS, COR and LTCC fields no longer display in the HRA form.
* **Description:** In all Support Plan forms, users were not required to attach a “Signature File” to the signature screen when the field “Method of obtaining signature from person” was "Handwritten" for a person.
	+ **Changes made:** When a user selects “Handwritten” in the field “Method of obtaining signature from person” for a person then the application requires user to attach a “Signature File”.
* **Description:** The system automatically applies the lapsed assessor role to a staff member’s assigned roles when their Credential’s effective range end date has lapsed.
	+ **Changes made:** The lapsed assessor role will not apply to a staff member's assigned roles when their Credential's effective range end date has lapsed.
* **Description:** No CFSS services and HCPCs had previously existed in the system.
	+ **Changes made:** To align with the launch of CFSS, the following service definitions have been added to the system:
		- Agency-CFSS Extended Personal Care T1019, U9, UC
		- Agency-CFSS Extended Personal Care Complex T1019, U9, UC, TG
		- Agency-CFSS Personal Care Reduction T1019, U9, U5
		- Agency-CFSS Personal Care Reduction Complex T1019, U9, U5, TG
		- Agency-CFSS Personal Care T1019, U9
		- Agency-CFSS Personal Care Complex T1019, U9, TG
		- Agency-CFSS Personal Care Temporary Increase T1019, U9, U6
		- Agency-CFSS Personal Care Temporary Increase Complex T1019, U9, U6, TG
		- Agency-CFSS Personal Care Continuation of Benefits T1019, U9, U4
		- Agency-CFSS Personal Care Continuation of Benefits Complex T1019, U9, U4, TG
		- Agency-CFSS Personal Care 45 day Temporary Start T1019, U8
		- Agency-CFSS Personal Care 45 day Temporary Start Complex T1019, U8, TG
		- Agency-CFSS Worker Training & Development S5116, U9
		- Agency-CFSS PERS Installation and Testing S5160, U9
		- Agency-CFSS PERS Monthly Service Fee S5161, U9
		- Agency-CFSS PERS Purchase S5162, U9
		- Budget-CFSS PERS Installation and Testing S5160, UB
		- Budget-CFSS PERS Monthly Service Fee S5161, UB
		- Budget-CFSS PERS Purchase S5162, UB.

**New additions to the Current Functionality and Future Enhancements document (8 additions which includes 1 critical functionality item):*** **Person record: Progress Notes-Description:** In the “Note” field of Progress Notes, when typing a date (e.g. 1/2/2024) using a forward slash (/) will convert some dates into a fraction.
	+ **Directions:** When typing a date in the “Note” field, instead of using forward slash (/), use dash (-) or period (.) between the date, month, and year (e.g. 1-2-2024 or 1.2.2024).
* **Health Risk Assessment (HRA)-Description:** In the HRA form, the system will show “No option available” when selecting contacts in the “Member Information”, “Assessment Information” and “My Health”.
	+ **Directions:** If the completion requirements were met for the identified contact in the Contacts icon, and the user is not able to populate the contact in the HRA form, follow the guidance below:
		- “Member Information”: Emergency Contact and Guardian fields are not required to complete.
		- “Assessment Information”: Select other for “Who is present at the HRA” and manually enter the name and relationship.
		- “My Health”: The primary doctor’s name is not required to complete as long as text is entered in the Clinic Name field.
* **Support plan-Description:** For CFSS budget on the about plan page of the support plan, the application uses an old PCA T1019 unit rate of $4.45. This has not been updated to the current PCA/CFSS unit rate of $5.95. This issue will be applicable when CFSS begins on 10/1/2024. [**This is a critical functionality item.**]
	+ **Directions:** Cross out the incorrect budget information on the about plan page. Then, manually calculate (total number of units multiplied by 5.95) and write in the correct CFSS budget. Complete the workaround for all support plans where a person is eligible for CFSS. For more information about current rates, go to [Long-Term Services and Supports Service Rate Limits Effective Jan. 1, 2024, DHS-3945](https://urldefense.com/v3/__https%3A/edocs.dhs.state.mn.us/lfserver/Public/DHS-3945-ENG__;!!CwIvYz4dIaSa!Jml5dnr9FHUvnIQ7PTa2fsNdVGs4rXzqxyD4mU94uF7FN5CGSlmY4NpjtfxKkS6ERodOlgSoQd-zRUmUW5-Ya4bpwgOElQ$).
* **Support plan-Description:** A user can change the “Effective Date Range” in the overview section of any support plan after services and supports are authorized. This may cause the services and supports to be authorized outside of the service span. This means the support plan with a changed effective date range cannot be revised.
	+ **Directions:** If a user must change the effective date range, the services and supports must be changed first to match the support plan span.
* **Support plan printout-Description:** For individuals using CFSS, some services are not currently available to select in the support plan.
	+ **Directions:** In the Support Plan, choose “Add service or support.” Select “People and community organizations that support me,” and type in the organization’s name. Include a support description that includes the service details. Then enter the appropriate service type(s):
		- Budget-CFSS Worker Training & Development S5116, UB, UD
		- Budget-CFSS Extended Services (1:1) T1019, UB, UC
		- Budget-CFSS Extended Services, Complex (1:1) T1019, UB, UC, TG
		- Budget-CFSS Reduction (1:1) T1019, UB, U5
		- Budget-CFSS Reduction, Complex T1019, UB, U5, TG
		- Budget-CFSS Temporary increase (1:1) T1019, UB, U6
		- Budget-CFSS Temporary Increase, Complex (1:1) T1019, UB, U6, TG
		- Budget-Continuation of Benefits (1:1) T1019, UB, U4
		- Budget-Continuation of Benefits - Complex (1:1) T1019, UB, U4, TG
		- Budget-FMS Fee, T2040, UB, UA
		- Budget-Failed background study fee T2040, UB, UA, U6
		- Budget-CFSS Personal Care T1019, UB
		- Budget-CFSS Personal Care Complex T1019, UB, TG
		- Budget-CFSS Goods and Services T5999, UB
		- Agency-CFSS Goods and Services T5999, U9.
* **Support plan printout-Description:** The CFSS representative may not appear on the support plan printout.
	+ **Directions:** Review the Community First Services and Supports section of support plan printout and manually add the CFSS representative when it is not shown.
* **Support plan: Service Agreement-Description:** If a person is not eligible for CFSS, the support plan does not populate PCA Complex, Home care rating or CFSS time fields of the Type B service agreement.
	+ **Directions:** Go to the assessment to get the PCA complex, home care rating and CFSS time. Write in that information in the appropriate place on the Type B service agreement report printout.

       **Help Center updates:*** **Current Functionality and Future Enhancements v.09.2024 document:** Will be loaded into the MnCHOICES Help Center the week of September 30, 2024.
* **Procedure – MnCHOICES Assessment: Track completion time - Corrected (loaded to Help Center 9/9/2024):**
	+ **Currently reads:** Completion time for every assessment will be tracked in the MnCHOICES application.
		- **Changed to read:** Completion time for every assessment "(initial, reassessment, eligibility update, 65th birthday and functional needs update)” will be tracked in the MnCHOICES application.
	+ **Currently reads:** Assessment,Preparing for and participating in appeals related to assessments for LTSS
		- **Changed to read:** Removed appeals from time tracking. (strikethrough) Preparing for and participating in appeals related to assessments for LTSS (strikethrough ends).
* **Practice Guide: Support Plan v.3 (loaded to Help Center 9/8/2024):** How do I know an assessment is completed? Reference to Appendix list of assessment statuses. Program type: Added Health Risk Assessment to the list. Waiver Providers: Create a provider for all formal supports Services that support me: HRA added to the description. SP-HRA: When a person’s service need is identified, but a provider is not available in their community, indicate by making a note that the person and the care coordinator are working together to find a provider. Select “Pending” in the status dropdown menu. Revise directions include steps for a support plan renewal. Appendix section: Added includes the MnCHOICES Assessment status list.
* **Smart Guide: Production-Adding and managing users v.5 (loaded to Help Center 9/3/2024):** Organization: Adding Consultation Service Providers to prepare for CFSS launch Oct. 1, 2024. Removing “lead agency” from security liaison throughout the document to align with the launch.
* **Smart Guide: Roles and Permissions v. 2 (loaded to Help Center 9/23/2024):** Made these changes to reflect release updates: Location changes: Added consultation service provider location and roles to the provider including descriptions on what the role can do. Location roles: Removed consultation service providers from the lead agency available roles. Staff profiles: All staff roles may view other staff profiles email and phone numbers. Delegate supervisor: Permission added to reopen assessments.
* **Smart Guide:** **Transfer Guidance for MSHO/MSC+ Care Coordinators (loaded to Help Center 9/26/2024):** Provides transfer scenarios and instructions for MSHO/MSC+ care coordinators.
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