

-Revised 05/07/13-

Policy Clarifications – Medical Assistance

Long Term Care PMN15948389

Submitted: 09/28/11

Agency: CAOs

Citations:

Subject: Home and Community Based Services (HCBS) Request Prior to Discharge From a Long Term Care (LTC) Facility

Can the CAO authorize HCBS if an individual is still residing in a LTC facility?

Response By: Division of Health Services

Date:09/29/11

No, an individual cannot receive payment for both LTC facility services and HCBS. The CAO must receive a Long Term Care Admission and Discharge Transmittal (MA 103) form notifying them of the date the individual was discharged from the LTC facility. Additionally, the CAO must receive a HCBS Eligibility/Ineligibility/Change (PA 1768) form notifying them of the type of and start date of the waiver from the HCBS provider.

NOTE: The **MA 103** must be completed. It must include the effective date of discharge and must be signed and dated by the administrator, designee, or the RNAC of the LTC facility. If the **MA 103** is not completed, signed, dated, or is missing the effective date, the CAO will advise the LTC facility of what is missing. The CAO can accept verbal statements from the administrator, designee or RNAC of the LTC facility of the effective date of discharge until the **MA 103** is received. The CAO will monitor the receipt of the **MA 103**. Verbal verification does not negate the LTC Facility's responsibility to provide the **MA 103**.

If the CAO receives a PA 1768, but has not received confirmation of the individual's discharge the CAO is unable to process the HCBS request and pre-authorization notices will not be issued.