

Level I Screen

Who can complete a Level I screening?

Delegated Level I screeners must work in a general acute care hospital or nursing facility setting and hold the following credentials: Master of Social Work (MSW) or be licensed in the State of Florida as a Clinical Social Worker (LCSW), Mental Health Counselor (LMHC), Physician (MD/DO), Physician Assistant (PA), Registered Nurse (RN), or Psychologist.

Who can complete a PASRR Level I screening for individuals residing in a community setting?

Any delegated Level I screener facilitating admission into a Medicaid-certified nursing facility can complete a Level I screening within Acentra Health's Provider Portal. In most instances, Acentra Health (formerly Kepro) licensed clinicians will complete the Level I screening directly in the community. Level I screenings completed by Acentra Health will be completed face-to-face and within two business days. Level I screenings completed by appropriately credentialed nursing home staff can be completed remotely.

What should a nursing facility do if the Level I screening received prior to admission from the hospital is missing information?

An accurate and complete Level I screen is required prior to admission into a Medicaid-certified nursing facility. If relevant PASRR information is missing, such as a mental health diagnosis, then a new Level I, and Level II if indicated, must be completed prior to admission. Before admitting the patient, a nursing facility should request a new PASRR Level I, and if indicated, a copy of the PASRR Level II from the discharging hospital. If the missing information is not discovered until after nursing facility admission, a new Level I must be completed promptly after discovery, within 72 hours. If indicated, a Level II should be requested upon receipt of the positive Level I screen.

What should a nursing facility do if new information has been discovered about the resident from a family member?

An accurate and complete Level I, and if indicated, a Level II evaluation and determination, is required prior to admission and must be added to the resident's file. All recommendations must be documented in the nursing care plan. If new information has been discovered after admission, such as a history of a major mental illness, then a new Level I must be completed promptly after discovery, within 72 hours. If the new Level I indicates that a Level II is required, the nursing facility should complete a Resident Review for significant change and/or request a PASRR Level II evaluation and determination within the provider portal.

Are nursing facility staff able to complete the PASRR Level I screening outside of the nursing facility setting?

Yes. The full PASRR process should always be completed prior to admission. Appropriately credentialed nursing facility staff can complete the screening anywhere, including at a hospice home, an assisted living facility, or even a home setting. If the Level I is positive, the nursing facility must request a PASRR Level II evaluation and determination to be completed. The full PASRR process must be completed prior to admission.

Resident Review

What is a significant change in condition?

A decline or improvement in the resident's physical or mental status that is anticipated to require intervention with respect to SMI, ID, and/or RC.

When is a review for significant change in condition required?

A Resident Review for significant change is required if a person with SMI, ID, and/or RC experiences a significant change in their physical or mental condition, whether a decline or improvement, with respect to the SMI/ID/RC. This means the significant change impacts more than one area of the resident's health status and will not normally resolve itself without intervention by staff or by implementing standard disease-related clinical interventions.

What are some examples of significant change in condition?

The following examples are provided in CMS' RAI Manual ([MDS 3.0 RAI Manual v1.18.11 October 2023 \(cms.gov\)](#)) for guidance on significant change:

- A resident with SMI, ID, and/or RC who demonstrates increased behavioral, psychiatric, or mood-related symptoms, and symptoms have not responded to ongoing treatment
- A resident who experiences an improved medical condition—such that the resident's plan of care or placement recommendations may require modification
- A resident whose significant change is physical, but with behavioral, psychiatric, or mood-related symptoms, or cognitive abilities, that may influence adjustment to an altered pattern of daily living
- A resident whose condition or treatment is or will be significantly different than described in the resident's most recent PASRR Level II evaluation and determination

What are some examples of significant change in condition for a person who has not been previously found to have SMI, ID, or RC?

The following examples are provided in CMS' RAI Manual ([MDS 3.0 RAI Manual v1.18.11 October 2023 \(cms.gov\)](#)) for guidance on significant change:

- A resident who exhibits behavioral, psychiatric, or mood-related symptoms suggesting the presence of a diagnosis of mental illness as defined under 42 CFR §483.102 (where dementia is not the primary diagnosis).
- A resident whose ID as defined under 42 CFR §483.102, or whose RC as defined under 42 CFR §435.1010, was not previously identified and evaluated through PASRR.
- A resident transferred, admitted, or readmitted to a NF following an inpatient psychiatric stay or equally intensive treatment.

How does a nursing home know if a resident has experienced a significant change in condition?

Complete a new Level I screening in the provider portal. Be sure to include all relevant and current information. The Level I outcome will indicate if a Level II is required. If the new Level I indicates that a Level II is required, the nursing facility must complete a Resident Review for significant change and/or request a PASRR Level II evaluation and determination within the provider portal.

Who can complete a Resident Review for significant change?

Only delegated Level I screeners may complete the electronic Resident Review for significant change form in Acentra Health's Provider Portal. Once received, along with the required documentation, Acentra Health will complete a PASRR Level II evaluation and determination.

Level II Evaluation and Determination

Are hospitals and nursing facilities required to send any supporting documentation when requesting a PASRR Level II evaluation and determination?

Yes. As part of the PASRR Level II process, submitting facilities must provide a complete referral packet. Required documents include:

- Informed Consent
- 3008
- History and Physical
- Medication list (MAR or Physician's Orders)
- Relevant treatment notes, such as nursing, medical, and psych notes (if applicable)
- MDS (if residing in a nursing home setting)

Who can request a PASRR Level II evaluation and determination?

All delegated Level I screeners, such as anyone who works for a general acute care hospital or nursing facility, can submit a request for a Level II within Acentra Health's Provider Portal. All other community-based health care providers must contact Acentra Health by phone at 866-880-4080, email at FLPASRRMIQuestions@kepro.com, or by fax at 866-677-4776 to initiate the PASRR process.

How long does it take to complete the Level II evaluation and determination?

On average, a Level II evaluation and determination will take approximately 2 business days, once a complete referral packet has been received. Hospitals are encouraged to start the PASRR process as soon as possible and send all required documents with the referral for Level II to avoid delays. If there is any concern regarding the status or outcome of the Level II, contact Acentra Health for assistance. Acentra's PASRR team can be reached through notes or messages directly within the Provider Portal, by phone at 866-880-4080, or by email at FLPASRRMIQuestions@kepro.com.

Acentra Health Provider Portal

How does a nursing home or facility register to use Acentra Health's Provider Portal?

To register a new nursing facility or hospital for a new account, visit our website's home page at <https://floridapasrr.kepro.com/> and follow the registration instructions.

Where can I find training on the PASRR process, including training on how to use the portal?

Acentra provides live training via webinars on the first Tuesday and Thursday of every month. Training information, including materials, guides, and recorded webinars, can be found on our website at floridapasrr.kepro.com.

Are we able to easily access more than one facility account?

Yes. Each facility account can be grouped under one username during the registration process or later as needed. If assistance with merging accounts is needed, contact Acentra Health by phone at 866-880-4080 or by email at FLPASRRMIQuestions@kepro.com.

What happens if the system goes down for some unexpected reason?

Scheduled maintenance is performed afterhours on Sundays (after 11pm). If the system goes down unexpectedly or if you are unable to log in, please contact Acentra Health so that we can work together to reestablish access or to enter the Level I screening or Level II request if needed.