

STATE OF CONNECTICUT  
DEPARTMENT OF DEVELOPMENTAL SERVICES

**Health Standard 13-01**  
**Guideline for Review of Long Term Care Placements**

**Issue Date:** May 2013

**Implementation Date:** June 1, 2013

**Author:** DDS Health Services/Nursing Directors

**Purpose:**

The purpose of this protocol is to establish a departmental review process for individuals supported by DDS and being considered for long term placement in a Connecticut skilled nursing facility. This protocol provides review by the regional director and DDS Commissioner to ensure steps are taken to support individuals remaining in the community instead of placement as a long term resident of a skilled nursing facility or continued short term placement (over 6 months) in a skilled nursing facility.

**Applicability:**

This protocol shall apply specifically to all individuals residing in a Community Living Arrangement (CLA), Continuous Residential Support (CRS) or an Intermediate Care Facility (ICF), who are applying for long term care admission or continued short term placement (over 6 months) to a Connecticut nursing facility; and are identified during the admission process as possibly having an intellectual disability or a related condition.

**Introduction:**

The Omnibus Budget Reconciliation ACT (OBRA) of 1987 requires all individuals referred for nursing facility placement and who are identified as possibly having an intellectual disability or a related condition be reviewed to determine the need for nursing facility placement and for specialized services. The process for this review is outlined in DDS procedure I.E.P.R.005 Pre-Admission Screening for Persons Applying for Nursing Home Admission (OBRA). **Every attempt must be made to provide the least restrictive residential setting, with the goal of returning the individual to the community as appropriate.** The level II assessment, completed by the OBRA nurse, provides the necessary information about the clinical status and specific needs of the individual. For any individual considered for long term placement or continued short term placement beyond six months, the level 2 assessment will be reviewed by the regional director who will determine if the placement is appropriate or inappropriate. The regional director review is an administrative review process intended to determine if there are any additional actions that can be taken to support the individual's return to the community. If the regional director determines that the individual's specific needs are better served in a long term care setting, the regional director will indicate their support of the long term placement or continued short term placement. If the regional

director determines the individual's needs can be better served in the community, the regional director will indicate that they are not in support of the long term placement and make recommendations for next steps. The results of all Skilled Nursing Facility/Long Term Care placement reviews will be forwarded to Central Office, Health and Clinical Services Director for review by the Commissioner.

### **Implementation:**

The Level II assessment and the **Skilled Nursing Facility/Long Term Care (SNF/LTC) Placement Form** is completed by the regional OBRA nurse and forwarded to the regional director for review. The regional director will make a determination of whether they support or do not support continued short term/long term placement.

- a. If the placement is supported by the DDS Regional Director, indication will be made on the Skilled Nursing Facility/Long Term Care (SNF/LTC) Placement Form (Attachment A), signed and forwarded to the Regional Health Services Director. The Regional Health Services Director will review, sign and forward a copy to the of Health and Clinical Services and DDS Commissioner.
  - b. If the placement is not supported by the Regional Director, an indication will be made on the SNF/LTC Placements form, (Attachment A), and recommendations for the appropriate next steps will be outlined. Upon completion, the SNF/LTC Placement form will be signed and forwarded to the Regional Health Services Director. The Regional Health Services Director will review, sign, and forward a copy to the of Health and Clinical Services and DDS Commissioner.
2. After submitting the Level II Assessment and the Skilled Nursing Facility/Long Term Care (SNF/LTC) Placement Form to the regional director, the OBRA nurse will generate the PASRR determination letter and include the information in the departmental database.
  3. If any of the reviewers have questions or concerns about the appropriateness of the long term placement these will be addressed with the Regional director, OBRA nurse, and/or case manager.
  4. The original SNF/LTC Placements form will be maintained in the regional OBRA file. A copy will be provided to the case manager for inclusion in the master file.
  5. Once an individual is admitted to a SNF/LTC for long term placement, he/she may continue to use their day funding for day supports.
  6. If an individual has funding for residential supports the funding must be held by the region of origin until long term placement has been reviewed.
  7. Once an individual is admitted to a SNF/LTC for long term placement their funding will be removed from the regional allocation.

**Attachment A: Review of SNF/LTC Placements**

**Reference:**

**Procedure:**

**I.E.P.R.005:** Pre-Admission Screening for Persons Applying for Nursing Home Admission

**Statute:**

**C.G.S. sec. 17a-210, Sec. 17b-360,** Nursing Facility: Preadmission screening process in the case of persons with intellectual disability or condition related thereto.