

# What to Submit for a Level II Screening

Ensure the information provided to COMRU is legible to prevent delays in processing.

Below is a guideline to expedite the application process. Each application is individualized and COMRU retains the right to request additional information.

For further guidance, Please visit the COMRU website at <http://health.mo.gov/seniors/nursinghomes/pasrr.php>.

Education Tool

## All Level II Applications

- DA 124 A/B form
  - Be sure to complete all blanks;
  - Submit only a **current** medication list with dosage and frequency – include all injections;
  - Be sure to list the onset of any related Intellectual Disabilities diagnosis;  
(TBI, Seizures, Paraplegia, Quadriplegia, Multiple Sclerosis, etc)
  - Be sure Section B #12 is answered
  - Be sure Section B #16 contains a complete rationale for each category;  
(What nursing care is needed for each category?)  
(Include the Rehab and Restorative frequency.)
  - Be sure that the application is dated and fax number provided.

- DA 124 C form
  - Be sure to complete all blanks;
  - If client is hospitalized, include the reason for hospital admission on Section A #11;
  - Be sure to obtain guardian signature or client's signature if own guardian;  
(Verbal permission can be obtained via phone with two witness signature)
  - Be sure to obtain physician signature, Discipline and License Number.

- Current** History and Physical
  - (Submit minimum necessary information to make determination – medical consults, CT scans, x-rays and labs **are typically not** necessary)

## If Level II for Mental Illness

- Current** Psych Evaluation
- Letter of Stability – If client is currently inpatient psych
  - (The letter from the physician attests that the client is stable and is not dangerous to self and others.)
  - (The letter needs to be dated by the physician.)

## If Level II for Intellectual Disabilities

- If Related Condition (Section C #2)
  - (Attach the Intellectual Disability Worksheet – Guide #7, located online.)

## Special Admission Category

- If Seeking Special Admission Category for Client
  - (Attach and fully complete the Special Admission Category Sheet, located online.)