**Hospital to Skilled Nursing Facility Placement Flow Sheet**

**Needing Skilled Nursing Facility (SNF) Placement**

- Medicaid Bed at the SNF? **YES**
- New NF Placement or has been out of NF > 60 days? **NO**
- Client’s Choice

**Mental Illness or Intellectual Disability/Developmental Delay?**

- Indicated on the completed Level One Nursing Facility Pre-Admission Screening for MI/ID form **YES**
- See Change in Status Flowsheet **NO**

The Hospital submits the Level of Care Form and Level One Nursing Facility Pre-Admission Screening for MI/ID form.

Ensure the forms are completed prior to submitting to avoid the application being rejected.

COMRU reviews Level of Care per State Regulation

- Qualify for Special Admission Category (SAC)? **YES**
  - The SAC must be approved prior to SNF placement. (Current exception is the COVID 19 Waiver)
  - Level 2 completed at the SNF immediately for Special Admission Categories #1, #2 and #4 (Currently COVID 19 Waiver)
  - Special Admission Category #3 and #5; it is the responsibility of the SNF to notify COMRU (via email or fax) when the client discharges or if client’s plan for discharge has changed.

- If SAC is APPROVED the Hospital can discharge to NF. Notification is sent to the submitter

- If SAC is DENIED, COMRU will send Level 2 to DMH. Notification is sent to the submitter

- The Client must not be dangerous to self or others

- ComMRU will send Level 2 to DMH

- Determination

- Yes to NF Services No to specialized services **Approval**

- Admit to NF (Must be admitted within 60 days of approval)
  - Send the Determination Letter and Level 2 screening to the accepting SNF prior to

- A Denial Letter is sent to Submitter indicating SNF is not Approved

- Application is released to FSD for no payment via MOSHAIAC (COMRU) database to IMNF

**Mental Illness (MI) or Intellectual Disability/Related Condition (ID/DD)**

- MI (Mental Illness)
  - Client has had inpatient psych in the past 2 years or dangerous behaviors (Primary is not Dementia) (See DA 124 C Section B #5)
  - If client is suicidal or homicidal regardless of MI diagnosis.

- ID/RC (Intellectual Disability/Related Condition)
  - Client is ID or a related condition (See DA 124 C Section C #1 and #2)

**Special Admission Categories** (Located on the DA 124 C application):

1. Terminal Illness – expected to result in death in six months or less
2. Serious Physical Illness – severe/end stage disease or physical condition as listed on back of DA 124 C form
3. Respite Care – stays not more than thirty (30) days to provide relief for in-home caregiver
4. Emergency Provisional Admission – must be hotlined. Stays not more than 7 days to protect person from serious physical harm to self and others
5. Direct Transfer from a Hospital – stays not more than thirty (30) days for the condition for which the person is currently receiving hospital care

**Updated 03/2021**