

PASRR – Process for Discontinuation or Revision of Specialized Services

If a person or agency is providing a specialized service to an individual who's Resident Assessment Instrument (RAI) does not note a significant change, and they believe that they are no longer benefitting from the service as evidenced by lack of participation, ongoing refusal of the service, or inability to participate, then the following steps should be followed:

- The PASRR case manager should be notified of the concern and then they should call a team meeting.
- This team meeting should include the individual's case manager, PASRR specialized services provider, the PASRR coordinator, the guardian if applicable, and a knowledgeable staff person from the nursing facility.
- The items that should be discussed at this team meeting are: the reason for the concern, is the person still interested in specialized services, is the service provider a good match, do the goals need to be revised? It may be determined at this meeting that a plan revision is needed, rather than discontinuation of service.
- If the team determines that services should be continued with modifications to the Plan of Care, then those modifications should be made to the plan and the meeting summary note should document who, how and when those changes will be made. An updated Plan of Care should be provided to the nursing facility and the specialized services provider and placed in the individual's record. The case manager should then monitor to ensure that the changes are made and if the individual has benefitted from the changes. If not, then start the process over.
- If the team determines that specialized services are no longer indicated then a summary of the meeting discussion should be completed by the case manager providing information on options explored/discussed and why this conclusion was made. The meeting summary note should then be forwarded to the DDID PASRR Coordinator to be reviewed by the DDID PASRR committee.
- DDID PASRR Coordinator will provide the CMHC written notice of the determination.
- If the determination by the committee is that specialized services should continue, then the committee will provide recommendations in the determination notice. The case manager will then notify the individual and their team members within 10 business days of the decision and proceed with a team meeting to implement the recommendations by the committee.
- If the determination by the committee is that specialized services should cease, the case manager will notify the individual and their team members within 10 business days of the decision and proceed with closure; and submit an updated computer summary sheet to DDID 502-564-2284.
- All of this information shall be documented in the record.