

IHCP *bulletin*

INDIANA HEALTH COVERAGE PROGRAMS BT202023 MARCH 24, 2020

IHCP updates ACP criteria for nursing facilities

Changes have been made in the Value-Based Purchasing program regarding the Advanced Care Planning (ACP) criteria that affects reimbursement to nursing facilities providing Medicaid services. These changes are specific to the calendar year 2020 criteria used in determining the Nursing Facility Total Quality Score for Medicaid rates effective July 1, 2021.

No Level II ACP training program

For calendar year 2020, the Office of Medicaid Policy and Planning (OMPP) will **not** be offering a Level II ACP training program. The approved Level I ACP training program remains available online for new learners via the Division of Aging's platform in the Relias learning management system. As a reminder, the process to complete the training program and an updated link to access the Relias platform is described in this bulletin.



Employment criteria for Level I ACP training program

For calendar year 2020, the OMPP has eased the employment requirements from 9 distinct months to 6 distinct months following completion of the Level I ACP training program. More than one employee may be used to meet the 6 distinct months requirement; however, eligible months of employment that overlap will only count as 1 distinct month.

Note: Nursing facility employees who completed the Level I ACP training program during calendar year 2019 will not count toward meeting the calendar year 2020 employment requirement.

Treatment of partial months

If an employee completes training on or before the 15th of a month, that month shall be considered as a distinct month.

If an employee who has completed Level I ACP training terminates employment on or after the 16th of a month, that month shall be considered as a distinct month.

Relias registration and Level I ACP completion process

*Note: Registration space is still limited within Relias; therefore, each nursing facility may register only up to two **new** learners – additional learner accounts may be deactivated.*

The following applies for learner accounts:

- Learner accounts for those completing the Level I ACP training program (all four modules) before 2020 were deactivated; however, module completion history and certificates may be accessed when requested via the Relias help link.
- Learners forgetting a username or password must select the Relias help or forgot password link rather than registering for a new account.

Relias registration and Level 1 ACP training program completion process can be completed with the following steps:

1. Self-register in Relias (Division of Aging platform) at fssa.training.reliaslearning.com.
2. Select the proper “user location,” because this location will be printed on the learner’s certificate.
 - a. If the nursing facility name is not displayed, select the Relias help link.
 - b. For nursing facility names beginning with “The” – search under T.
3. Within the Relias account, self-enroll in ACP modules by clicking the **Add** button (near **See Full Course Assignment** link).
4. Type ACP in the search field to find the four ACP modules.
5. Complete all four modules in order.
6. Complete the Evaluation (survey) within Relias.
7. Obtain the *Advanced Care Planning Foundations Certificate* within Relias.
8. Submit certificate copy to supervisor.



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