

# IHCP *bulletin*

INDIANA HEALTH COVERAGE PROGRAMS    BT202103    JANUARY 21, 2021

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## Advance care planning criteria will remain the same for calendar year 2021

The advance care planning (ACP) criteria will remain the same for calendar year 2021 for the Value-Based Purchasing program that affects reimbursement to nursing facilities providing Medicaid services. Meeting the criteria will impact the Nursing Facility Total Quality Score for Medicaid rates effective July 1, 2022. A total of 5 points will be awarded to nursing facility providers that have one or two employees complete the Level I ACP training program.



### No Level II ACP training program

For calendar year 2021, 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. The Level I ACP program includes four training modules that must be completed prior to receiving a program completion certificate.

As a reminder, the process to complete the training program and an updated link to access the Relias platform are presented in this bulletin.

### Employment criteria for Level I ACP training program

For calendar year 2021, employees must be employed by the nursing facility following the completion of the Level I ACP training program during a minimum of 6 distinct months. For one employee to meet all training requirements, all Level 1 courses must be completed by June 15, 2021, and the employee must be employed by the facility until at least December 16, 2021. Two employees may be used to meet the 6 distinct months requirement; however, eligible months of employment that overlap will only count as 1 distinct month.

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***Nursing facility employees who completed the Level I ACP training program during calendar year 2020 will not count toward meeting the calendar year 2021 employment requirement.***

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### Treatment of partial months

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

## Relias registration and Level I ACP completion process

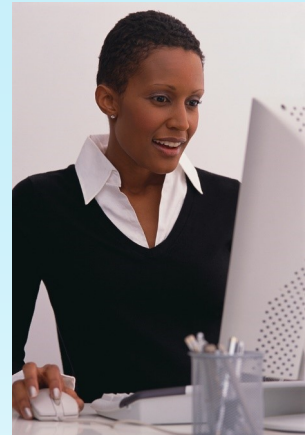
Registration space is still limited within Relias; therefore, each nursing facility may register only up to two new learners – additional learner accounts may be deactivated.

The following applies for learner accounts:

- Learner accounts for those that have completed the Level I ACP training program (all four modules) prior to 2021 will be 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](https://fssa.training.reliaslearning.com).
2. Select the proper “user location” (location name 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 *Advance Care Planning Foundations Certificate* within Relias.
8. Submit certificate copy to supervisor.



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