

# PASRR FAQs

---

## **What documents are needed to complete a PASRR LVL II Assessment?**

- To complete an Assessment for your potential nursing home resident, AFMC will need: their face sheet, most recent labs, last 3-5 days of MAR, social history, most recent history and physical, last 3-5 days of nurse's and physician notes. If applicable to your potential nursing home resident, we also need a psychiatric evaluation, POA or guardianship paperwork, ID testing results if completed in the last 5 years, and a discharge summary if they were recently discharged from a medical or psychiatric hospital.

## **What is the PASRR Portal?**

- The AFMC PASRR Portal is a Customer Relationship Management (CRM) system we use to keep all records securely in one location to protect PASRR clients protected health information. We use the portal to organize all documentation we use to complete your potential nursing home resident's assessment beginning when we receive the DMS-787 form from DPSQA until the final determination with the DPSQA approval/denial information. It is stored securely for each individual record.

## **I need facility access to a resident or potential nursing home resident's information on the AFMC PASRR Portal. What information is needed?**

- To grant access to a potential nursing home resident's information on the portal, we need your first and last name, an email address unique to you, and your phone number.

## **Do you have historical records regarding resident's past PASRR assessments? (referring to patients with BOCK files)**

- DHS has access to all archived documents relating to PASRR Assessments completed by BOCK.

## **My potential nursing home resident has changed locations. What do I need to do?**

- If a potential nursing home resident or patient changes locations before they have been properly assessed, the open Level II assessment would be cancelled, and you would have to resubmit a DMS-787 form for the new location. We need a proper up-to-date address to send our assessors to. If they go to the wrong address where a patient was stated to be, they will have to cancel that assessment and a new DMS-787 form will need to be submitted.

## **What is the status of my potential nursing home resident's case? When is my potential nursing home resident scheduled to be seen by an assessor?**

- Both the scheduled appointment date and the status of your potential nursing home resident are listed in the PASRR Portal under their corresponding name/page. If you are unable to see information regarding the status or scheduling of your potential nursing home resident, please contact AFMC by calling 855-551-5015 or emailing us at [PASRR@afmc.org](mailto:PASRR@afmc.org).

## What steps should the facility take to complete the PASRR process?

- The PASRR process begins when the hospital or facility submits a positive DMS-787 form for the potential nursing home resident to the DPSQA-Medical Needs team at [medneeds.PASRR@dhs.arkansas.gov](mailto:medneeds.PASRR@dhs.arkansas.gov). If DHS determines the potential nursing home resident is PASRR positive and needs a Level II Assessment, DPSQA uploads the information to the AFMC PASRR Portal. An AFMC team member will confirm the potential nursing home resident's location, contact details, and portal access needs. An AFMC assessor will schedule the assessment. After AFMC completes the assessment and any required reviews, DPSQA will approve the final determination and the results will be updated in the PASRR portal. The entire process typically takes 7–9 business days from DPSQA receiving a DMS-787 form to final determination.

## What do I need to fill out on the DMS-787 form?

- Complete all sections of DMS-787 form, especially the patient's current location and details for the guardian, next of kin, or Power of Attorney, clearly noting each person's role. List any additional patient information or contacts needing PASRR Portal access in the comments section on page one. Accuracy, neatness, and completeness are essential. If the potential nursing home resident has a major neurocognitive disorder (formerly dementia), also submit a DMS-780 form.

## What is the importance of a DMS-780 form? (In context with a PASRR Level II Assessment)

- The DMS-780 form is the Dementia Diagnosis Substantiation form. This form needs to be completed in its entirety and accurately, then signed by a physician or physician extender. This form is used to provide information on a dementia diagnosis and the associated behaviors, history, and other findings that support the diagnosis and establishes if the dementia diagnosis is primary or if the mental illness is primary. If this form is not submitted, it will delay processing.

## What is the difference between a positive DMS-787 and a negative DMS-787?

- A positive Level I Screen is when answers in the completed and signed DMS-787 form indicate the individual meets – or is suspected of meeting – the federal criteria necessary for the individual for PASRR purposes to be considered to have:
  - » A major mental disorder (see 42 CFR § 483.102(b)(1)); or
  - » An intellectual disability or related condition (see 42 CFR § 483.102(b)(3)); or
  - » Both a major mental disorder and an intellectual disability or related condition.
- A negative Level I Screen is when answers in the completed and signed DMS-787 form indicate the individual does not meet and is not suspected of meeting federal PASRR criteria for (a) a major mental condition or (b) an intellectual disability or related condition. A Negative Level I screen does not require a Level II evaluation.

Only positive 787 forms need to be submitted to DHS DPSQA. More information can be found here: [Long Term Care Medical Needs & PASRR \(For Nursing Home and ICFs\) - Arkansas Department of Human Services](#).

