

LIVING INDEPENDENCE FOR THE ELDERLY (LIFE)

OPERATIONS MEMORANDUM #2020-01

SUBJECT: Medical Director Review (MDR) Process for Living Independence for the Elderly (LIFE)

TO: LIFE Provider Organizations

FROM: Bureau of Policy Development and Communications Management

DATE: August 12, 2020

PURPOSE

Pennsylvania's LIFE Provider Agreement, Part Subpart H - Participant Enrollment and Disenrollment, Section 460.152- Enrollment Process, B, requires the LIFE provider to arrange for an assessment to determine clinical eligibility. This Operations Memorandum explains the MDR process to be utilized when LIFE program clinical eligibility determination discrepancies are found within or outside of the Pennsylvania Individualized Assessments (PIA) system.

PROCEDURES

When an MA 570 is provided

If the LIFE Provider is already in contact with an individual who has expressed interest in enrolling in the LIFE program and has access to the completed Physician Certification Form (MA 570), the LIFE provider should do their best to ensure it be made available during the Functional Eligibility Determination (FED) assessment. The LIFE Provider or potential LIFE Participant should provide the completed MA 570 to the Area Agency on Aging (AAA) or to the FED assessor. The completed MA 570 should be provided via hard copy during the in-person FED assessment or electronically. The FED assessor will upload the completed FED assessment and MA 570 to PIA. The FED assessor will notify the LIFE provider (via letter or fax) of the results of the assessment. Once the completed FED assessment and MA 570 are uploaded to PIA, the system will automatically trigger an MDR if a discrepancy is found between the two forms. A discrepancy exists when one form shows the potential Participant as Nursing Facility

Clinically Eligible (NFCE) and the other shows the potential Participant as Nursing Facility Ineligible (NFI). Once triggered in PIA, the MDR will be completed by the Office of Long-Term Living (OLTL) clinical review team. OLTL has a three business day turn-around time for completing MDRs. Once the MDR is completed, OLTL will upload the results to PIA. The LIFE provider or Participant will then be notified of the final determination via letter from the AAA.

When an MA 570 is not provided to the FED Assessor

If the potential LIFE Participant did not provide the FED assessor with the completed MA 570, the FED assessor will notify the LIFE provider (via letter or fax) of the FED results as previously outlined. The FED assessor will also proceed with uploading the completed FED to PIA. Upon receiving the results of the FED, the LIFE provider will compare those results to the results of the MA 570. If a discrepancy exists between the two forms, the LIFE provider will submit the completed MA 570, and any relevant supporting documentation, to request an MDR for the potential Participant to the AAA or to the FED assessor. The documentation will be uploaded into PIA and an MDR will be triggered. Once the MDR is triggered, the review will be completed by OLTL's clinical review team. OLTL has a three business day turn-around time for completing MDRs. Once the MDR is completed, OLTL will enter the decision into PIA. The AAA will notify the LIFE provider or Participant of the decision.

NEXT STEPS

1. Review this information with appropriate staff.
2. Contact the Division of Integrated Care Programs, at RA-PWLIFE@pa.gov if you have any questions.

ATTACHMENTS

Attachment 1: [MA 570](#)

OBSOLETE 4/26/2021