

Health and Functional Assessments (HFA) in QUEST Integration

Overview

The QUEST Integration (QI) Request for Proposals (RFP) describes in Section 40.920.1 that health plans shall use a standardized form developed by the Department of Human Services (DHS), Med-QUEST Division (MQD). The MQD has developed a multi-part Health and Functional Assessment (HFA) form that health plans will use to assess individuals with Special Health Care Needs (SHCN) or needing/receiving Long-Term Services and Supports (LTSS). The different HFA parts are listed below:

- Child with SHCN (Ages 0 up to 21 years)
- Adult with SHCN (21 years and older)
- LTSS for Children and Adults who may need or are receiving with subparts for:
 - Needs Assessment (Personal Assistance) supplement (tool and guidance)
 - Skilled Nursing supplement (tool/guidance under development)
 - Nursing Facility with no plans for discharge (only certain sections within tool)

Health plans will be able to capture all needed information within one of the three tools. For example, if a child is receiving (or needs) LTSS, then the health plans will only need to complete the LTSS form and do NOT need to use both the Child with SHCN and LTSS form.

The first half of each assessment tool is very similar including the same sections in the same order. However, MQD has made small changes to accommodate the population of the tool. For example, in the demographics section, Marital Status is not on the Child with SHCN form though it appears on both the Adult and LTSS assessment tools.

Several sections have instructions that indicate that the health plan can prepopulate the information (i.e., medications or disease diagnosis). Other sections provide information to the assessor as well. Though some areas have limited instructions for the assessor, MQD has not completed all of the instructions to the assessment tools yet. Instructions will be released with the assessment tools in July 2014.

MQD developed the assessment tools to aid the service coordinator in determining what the member needs and service coordinator should include these requirements in the service plan. MQD will provide additional information on transferring assessment results to the service plan with the instruction in the July 2014 release.

MQD developed these tools through a compilation of information from the QI RFP, Nursing Home Without Walls (NHWW) materials, Going Home Plus materials, MQD provider manual guidance, etc. The MQD team who worked on this are Registered Nurses, Social Workers, and other healthcare professionals. The expertise of the committee includes but is not limited to acute care, behavioral health, and LTSS experts (both institutional and home and community based services (HCBS)). All committee members have years of experience working with Medicaid beneficiaries.

Though MQD has committed considerable time to the development of these tools, we still consider them a work in progress. You will see areas that we have identified parts that are still under development.

Review Information

Health plans should review the assessment tools and provide feedback to MQD by close of business on Friday, May 2, 2014. Health plans may provide feedback by:

1. Making changes in the document(s) in track changes; and
2. Adding comments that provide recommendations of potential changes.

Health plans should NOT put comments into the documents with questions. MQD will NOT respond to any questions asked in this manner. Health plans can pose questions regarding the assessment tools through the Q&A process. Please assure that you refer to the specific assessment, page number, and section.

MQD will review and consider all feedback. We will not provide a summary of what we are not including.

Thank you in advance for providing your feedback to make these assessment tools better to effectively care for our beneficiaries.