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Assessment Instruments in 12 States

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Assessment Instruments in 12 States

Many states are considering or in the process of refining their assessment instruments and processes. To assist states in these efforts, Administration on Aging and TAE staff compiled and reviewed State assessment instruments. This document is designed to explain some of the variation across assessment instruments and processes and to identify available instruments. Table 1 provides a snapshot of 12 states' assessment instruments. It includes elements critical to understanding each of the assessment instruments and their role in the state's eligibility determination, assessment, or care planning processes. The following narrative attempts to explain some of the variation across instruments and provide context for the information presented in Table 1.

There is no universal definition of an assessment instrument and in fact states use them in a variety of ways. States' assessment instruments vary with respect to the:
1. **Functions** it is designed to perform;
2. **Populations** it is used to assess,
3. Level of **automation**
4. Extent to which it is **integrated** with other systems;
5. **Administration** of the assessment; and
6. **Questions** included in the assessment instrument.

Functions
The functions an assessment is designed to perform can include: Medicaid functional eligibility determination (and re-determination), financial eligibility determination, and care plan development. Assessment instruments that are used to develop care plans also vary by the funding sources for services included in the care plan. Funding sources may include waiver services, state plan services, Older Americans Act (OOA), SSBG, and/or state only funded services.

Populations
Assessment instruments are designed to assess one or more of the following populations: older adults, people with physical disabilities, and people with developmental disabilities or mental retardation. Assessment instruments also vary by which of the following groups of applicants they are used to assess: home and community based waiver applicants, nursing home applicants, and in some cases non-Medicaid applicants. Both of these variants have implications. For example, assessment instruments developed for older adults usually do not include employment related questions which are important considerations for younger people and people with disabilities. When the same instrument is used for beneficiaries seeking HCBS waiver services and people seeking nursing facility admission it can play a role in nursing facility diversion.

Automation
There is a wide range of automation of assessment instruments. Some states use paper assessment instruments that are essentially not automated. Several other states have automated their assessment instruments. Some automated assessments are completed on paper and entered or scanned into a database. Others are completed on laptops and either uploaded to a database or completed online. Some states' assessments are completed online and several other states are

looking into the ability to complete the assessment online. Assessments that include care plan development vary by how the care plan is shared with the consumer. Case managers in Washington, for example, complete the assessment on a laptop and mail a copy of the care plan to the consumer. In Maine, for example, case managers bring a laptop computer and a small printer to the consumer's home and print a copy of the care plan for the consumer immediately.

Integration
Automated assessments vary in sophistication and the extent to which the data collected by the assessment is integrated with other systems. When the assessment instrument is linked to the local information and referral system for example, the basic information collected at the first telephone call is available to the assessor, eliminating the need for the consumer to answer the same set of questions twice. Assessment instruments are most commonly linked to the care plan and case management tracking system. When an assessment that develops a care plan is linked with the MMIS, it allows the state to verify billing for services against authorized services. Finally as states have been challenged to demonstrate quality in home and community based services, the more information that is linked the richer the dataset for analysis.

Administration
Table 1 includes a number of items related to the administration of the assessment. The first identifies the organization responsible for conducting the assessment. Most assessments are conducted in person and in the applicant's home. We also identified if the assessment is completed by the individual who will be the applicant's case manager. This is an important distinction because the education and training requirements for assessors may differ from those of case managers.

The specific educational requirements for staff conducting assessments vary by state. Generally states require either a social worker or a registered nurse to administer the assessment. Some states have extensive training requirements which include a test component to certify the assessor. In Oregon and Washington, assessors can refer medically complex applicants to be assessed by a registered nurse.

When available, we also identified the average time needed to complete an assessment and the cost per assessment. Instruments that have been tested for inter-rater reliability to ensure consistent assessment outcomes are also identified in Table 1.

Questions
The final area of variation across assessment instruments lies in the questions. NASHP reviewed state assessment instruments to identify the information elements captured by the assessments.[1] We identified 41 information elements that generally fall into three groups: background information, functional assessment, and outcome decision criteria. Although the terms may be used differently across the instruments, the 41 information elements we identified represent the general intent of the questions. The level of detail and phrasing of the questions vary substantially. Links to the available assessment instruments are provided in Table 1 to allow the reader to compare the details of the questions.

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[1] All of the assessment instruments are used to assess older adults and many are also used for adults with physical disabilities and people with MR/DD.

Background Information. The first group of questions collects background information. Some states may collect this information using a separate instrument or process, which may explain why these questions don't appear on a number of assessment instruments. Current formal services and living arrangement were among the most common background questions. Two less common topics are whether an interpreter was needed or present and the client's employment status. This group of information elements includes:

- Language or cultural issues
- Interpreter required/present
- Demographics
- Income
- Assets/real estate
- Employment
- Emergency contact
- Legal representatives/documents
- Health insurance
- Primary health care provider
- Functional status (client reported)
- Primary caregiver
- Current formal services
- Support systems
- Living arrangement

Functional Assessment. All of the instruments include functional assessment questions addressing physical functioning and medications. Physical functioning includes ADLs and IADLs. However, the level of specificity of the questions varied across the instruments. Only four instruments address pain management and three cite evidence of abuse or neglect.[2] Only one instrument addressed use of complementary and alternative medicine. This group of information elements includes:

- Vital signs
- Preventative health. Preventative health may include flu vaccinations, blood pressure checks, breast exams
- Medical condition/diagnoses
- Special treatments and procedures/assistive devices. (may include professional nursing services, OT/PT/ST, etc.)
- Professional visits/service utilization
- Medications
- Evidence of pain or palliative care
- Complementary Alternative Medicine
- Physical functioning including ADL and IADLs
- Continence

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[2] Evidence of abuse and neglect not captured on the assessment is most likely acknowledged separately.

- Cognitive functioning/memory
- Communication/vision/hearing
- Nutrition status and lifestyle
- Skin condition
- Dental status
- Psychosocial assessment. (may include mental status, behavior patterns, losses/stressful events, depression screener, suicide screener, social functioning, etc.)
- Social participation
- Physical environment
- Behavior problems

Outcome Decision Criteria. The outcome decision criteria describe how the assessment is "scored." A checklist, narrative observations of the interviewer, or a combination of both are used to determine the needs of and services available to the consumer. In addition, seven instruments explicitly seek the consumer's preferences and six include a caregiver interview.[3] This group of information elements includes:

- Informal support available
- Evidence of abuse/neglect
- Consumer preferences
- Guardian/family preferences
- Caregiver interview/assessment
- Assessment summary (checklist/scoring of needs and services)
- Interviewer's observations (narrative)

Finally, Table 1 includes the name of the assessment instrument and a hyperlink to the instrument. We have also included the state agency responsible for the assessment (as it may be different than the organization conducting the assessment), a hyperlink to the state agency website as well as a name and phone number for a state contact person.

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[3] Consumer preference and caregiver interview may be captured elsewhere. For example, rather than recording both the consumers preferences and the assessors determination of the consumers need with the assessment instrument, the instruction manual or training programs for assessors may educate the assessors in person centered planning and direct the assessor to complete the assessment with the consumer and to ensure that the consumers preferences are reflected.

Table 1

Assessment Instruments and Processes	Colorado
What is the name of the assessment instrument?	Long Term Care IADL Eligibility Assessment (ULTC 100.2 updated 9/22/03)
Hyperlink to assessment	http://adrc-tae.org/tiki-page.php?pageName=ADRC+Toolbox+Summary#ch5
Functions	
Is Medicaid functional eligibility (NF LOC) determined by this tool?	Yes
Is this tool used for redetermination of functional eligibility?	No
Is financial eligibility determined by this tool?	No
Is the care plan determined by this tool?	Yes
What are the funding sources for the services are included in the care plan? *	1,2, 5
Populations	
What Medicaid populations receive this assessment? **	1, 2, 3, 4 (TBI & HIV/AIDS)
Are beneficiaries seeking HCBS waiver services assessed with this tool?	Yes
Are beneficiaries seeking NF admission assessed with this tool?	Yes
Are non-Medicaid consumers seeking NF admission assessed with this tool?	Voluntary
Automation	
What format is the tool?	Automated - data entered in office and uploaded
Systems Integration	
Is the tool linked to MMIS for financial accountability?	No
Is the tool linked to intake and referral system?	Yes
Is the tool used to track quality?	
Administration of the Assessment	
What organization is responsible for conducting the assessment?	County Departments of Social/Human Services, or Options for Long Term Care
What type of staff are required to administer the assessment (SW or RN)?	RN review required
Is the assessment conducted by the case manager?	Yes
Where is the assessment is conducted?	In person
What is the state's cost per assessment?	
On average, how much time is needed to complete the assessment?	Varies
Has tool been tested for inter-rater reliability?	
Contact Information	
Responsible state agency	CO Department of Health Care Policy and Financing
Link to state agency	http://www.chcpf.state.co.us/default.asp
State contact	Todd Coffey, 303.866.5659

* Funding Sources: 1 = Medicaid waiver, 2= Medicaid state plan, 3= OOA, 4= SSBG, 5 = Other state funded, 6 = Other
** Populations: 1= Older Adults, 2 = Adults with Physical Disabilities, 3 = People with MR/DD, 4 = Other

Table 1

Assessment Instruments and Processes	Georgia
What is the name of the assessment instrument?	Determination of Need (based on IL form)
Hyperlink to assessment	Form is automated in a proprietary system called CHAT
Functions	
Is Medicaid functional eligibility (NF LOC) determined by this tool?	Yes
Is this tool used for redetermination of functional eligibility?	No
Is financial eligibility determined by this tool?	No
Is the care plan determined by this tool?	No, but it is linked by the CHAT software.
What are the funding sources for the services are included in the care plan? *	1,3,4,5
Populations	
What Medicaid populations receive this assessment? **	1, 2
Are beneficiaries seeking HCBS waiver services assessed with this tool?	Yes
Are beneficiaries seeking NF admission assessed with this tool?	No
Are non-Medicaid consumers seeking NF admission assessed with this tool?	No
Automation	
What format is the tool?	Automated
Systems Integration	
Is the tool linked to MMIS for financial accountability?	No
Is the tool linked to intake and referral system?	Yes
Is the tool used to track quality?	No
Administration of the Assessment	
What organization is responsible for conducting the assessment?	AAAs
What type of staff are required to administer the assessment (SW or RN)?	Not specified
Is the assessment conducted by the case manager?	No
Where is the assessment is conducted?	Phone
What is the state's cost per assessment?	
On average, how much time is needed to complete the assessment?	Varies
Has tool been tested for inter-rater reliability?	Yes
Contact Information	
Responsible state agency	Georgia Department of Human Resources
Link to state agency	http://www2.state.ga.us/departments/dhr/aging.html
State contact	Cheryl Schramm cschramm@atlantaregional.com

* Funding Sources: 1 = Medicaid waiver, 2= Medicaid state plan, 3= OOA, 4= SSBG, 5 = Other state funded, 6 = Other
** Populations: 1= Older Adults, 2 = Adults with Physical Disabilities, 3 = People with MR/DD, 4 = Other

Table 1

Assessment Instruments and Processes	Illinois
What is the name of the assessment instrument?	Determination of Need (DON)
Hyperlink to assessment	http://www.legis.state.il.us/commission/jcar/admincode/089/089002400G07150R
Functions	
Is Medicaid functional eligibility (NF LOC) determined by this tool?	Yes
Is this tool used for redetermination of functional eligibility?	Yes
Is financial eligibility determined by this tool?	No
Is the care plan determined by this tool?	Yes
What are the funding sources for the services are included in the care plan? *	1,5
Populations	
What Medicaid populations receive this assessment? **	1
Are beneficiaries seeking HCBS waiver services assessed with this tool?	Yes
Are beneficiaries seeking NF admission assessed with this tool?	No
Are non-Medicaid consumers seeking NF admission assessed with this tool?	No
Automation	
What format is the tool?	Paper
Systems Integration	
Is the tool linked to MMIS for financial accountability?	No
Is the tool linked to intake and referral system?	No
Is the tool used to track quality?	No
Administration of the Assessment	
What organization is responsible for conducting the assessment?	Private contractors called Case Coordination Units
What type of staff are required to administer the assessment (SW or RN)?	Not specified
Is the assessment conducted by the case manager?	Yes
Where is the assessment is conducted?	In home
What is the state's cost per assessment?	
On average, how much time is needed to complete the assessment?	1 to 3 hours
Has tool been tested for inter-rater reliability?	Yes
Contact Information	
Responsible state agency	IL Department on Aging
Link to state agency	http://www.state.il.us/aging/2wwwlinks/links_list.htm
State contact	Jody Martin, 217.785.0113, jody.martin@aging.state.il.us

* Funding Sources: 1 = Medicaid waiver, 2= Medicaid state plan, 3= OOA, 4= SSBG, 5 = Other state funded, 6 = Other
** Populations: 1= Older Adults, 2 = Adults with Physical Disabilities, 3 = People with MR/DD, 4 = Other

Table 1

Assessment Instruments and Processes	Indiana
What is the name of the assessment instrument?	INsite
Hyperlink to assessment	Not available
Functions	
Is Medicaid functional eligibility (NF LOC) determined by this tool?	Yes
Is this tool used for redetermination of functional eligibility?	No
Is financial eligibility determined by this tool?	Yes
Is the care plan determined by this tool?	Yes
What are the funding sources for the services are included in the care plan? *	1,2,3,4,5,6
Populations	
What Medicaid populations receive this assessment? **	1, 2, 4 (TBI)
Are beneficiaries seeking HCBS waiver services assessed with this tool?	Yes
Are beneficiaries seeking NF admission assessed with this tool?	Yes
Are non-Medicaid consumers seeking NF admission assessed with this tool?	Mandatory
Automation	
What format is the tool?	Automated, web-based under development
Systems Integration	
Is the tool linked to MMIS for financial accountability?	Yes
Is the tool linked to intake and referral system?	Yes
Is the tool used to track quality?	Yes
Administration of the Assessment	
What organization is responsible for conducting the assessment?	AAAs
What type of staff are required to administer the assessment (SW or RN)?	Not specified
Is the assessment conducted by the case manager?	Yes
Where is the assessment is conducted?	In home
What is the state's cost per assessment?	$90
On average, how much time is needed to complete the assessment?	Varies
Has tool been tested for inter-rater reliability?	Yes
Contact Information	
Responsible state agency	Indiana Family and Social Services Administration
Link to state agency	http://www.in.gov/fssa/elderly/
State contact	Pat Casanova, pcasanova@fssa.state.in.us

* Funding Sources: 1 = Medicaid waiver, 2= Medicaid state plan, 3= OOA, 4= SSBG, 5 = Other state funded, 6 = Other
** Populations: 1= Older Adults, 2 = Adults with Physical Disabilities, 3 = People with MR/DD, 4 = Other

Table 1

Assessment Instruments and Processes	Maine
What is the name of the assessment instrument?	Medical Eligibility Determination Tool (MED Ver 5.0 updated 7/1/03)
Hyperlink to assessment	http://www.state.me.us/dhs/beas/medxx_me.htm
Functions	
Is Medicaid functional eligibility (NF LOC) determined by this tool?	Yes
Is this tool used for redetermination of functional eligibility?	Yes
Is financial eligibility determined by this tool?	No
Is the care plan determined by this tool?	Yes, printed at consumers home
What are the funding sources for the services are included in the care plan? *	1,2,5
Populations	
What Medicaid populations receive this assessment? **	1,2,3
Are beneficiaries seeking HCBS waiver services assessed with this tool?	Yes
Are beneficiaries seeking NF admission assessed with this tool?	Yes
Are non-Medicaid consumers seeking NF admission assessed with this tool?	Mandatory
Automation	
What format is the tool?	Automated - laptops
Systems Integration	
Is the tool linked to MMIS for financial accountability?	Yes
Is the tool linked to intake and referral system?	No
Is the tool used to track quality?	No
Administration of the Assessment	
What organization is responsible for conducting the assessment?	Private vendor
What type of staff are required to administer the assessment (SW or RN)?	RNs with community health experience
Is the assessment conducted by the case manager?	No
Where is the assessment is conducted?	In person
What is the state's cost per assessment?	$157.59
On average, how much time is needed to complete the assessment?	.75 hours to 2 hours
Has tool been tested for inter-rater reliability?	No
Contact Information	
Responsible state agency	Bureau of Elder and Adult Services (BEAS)
Link to state agency	http://www.state.me.us/dhs/beas/ltc/index.htm
State contact	Mollie Baldwin, mollie.baldwin@maine.gov

* Funding Sources: 1 = Medicaid waiver, 2= Medicaid state plan, 3= OOA, 4= SSBG, 5 = Other state funded, 6 = Other
** Populations: 1= Older Adults, 2 = Adults with Physical Disabilities, 3 = People with MR/DD, 4 = Other

Table 1

Assessment Instruments and Processes	Michigan
What is the name of the assessment instrument?	Michigan Medicaid Nursing Facility Level of Care Determination **11/01/04**
Hyperlink to assessment	http://www.michigan.gov/documents/MSA-04-15_104506_7.pdf
Functions	
Is Medicaid functional eligibility (NF LOC) determined by this tool?	Yes
Is this tool used for redetermination of functional eligibility?	No
Is financial eligibility determined by this tool?	No
Is the care plan determined by this tool?	No
What are the funding sources for the services are included in the care plan? *	1
Populations	
What Medicaid populations receive this assessment? **	1, 2, 3
Are beneficiaries seeking HCBS waiver services assessed with this tool?	Yes
Are beneficiaries seeking NF admission assessed with this tool?	No
Are non-Medicaid consumers seeking NF admission assessed with this tool?	No
Automation	
What format is the tool?	Automated - information captured on paper forms and then scanned
Systems Integration	
Is the tool linked to MMIS for financial accountability?	Yes
Is the tool linked to intake and referral system?	No
Is the tool used to track quality?	No
Administration of the Assessment	
What organization is responsible for conducting the assessment?	Local waiver agencies
What type of staff are required to administer the assessment (SW or RN)?	Licensed health professional
Is the assessment conducted by the case manager?	
Where is the assessment is conducted?	In home
What is the state's cost per assessment?	
On average, how much time is needed to complete the assessment?	1.5 - 2 hours
Has tool been tested for inter-rater reliability?	
Contact Information	
Responsible state agency	MI Department of Community Health
Link to state agency	http://www.michigan.gov/mdch/0,1607,7-132-2943_4857_5045-16263--
State contact	Jane Church, churchja@michigan.gov

* Funding Sources: 1 = Medicaid waiver, 2= Medicaid state plan, 3= OOA, 4= SSBG, 5 = Other state funded, 6 = Other
** Populations: 1= Older Adults, 2 = Adults with Physical Disabilities, 3 = People with MR/DD, 4 = Other

Table 1

Assessment Instruments and Processes	Minnesota
What is the name of the assessment instrument?	Minnesota Long-Term Care Consultation Services Assessment Form
Hyperlink to assessment	http://adrc-tae.org/tiki-page.php?pageName=ADRC+Toolbox+Summary#ch5
Functions	
Is Medicaid functional eligibility (NF LOC) determined by this tool?	Yes
Is this tool used for redetermination of functional eligibility?	No
Is financial eligibility determined by this tool?	No
Is the care plan determined by this tool?	Yes
What are the funding sources for the services are included in the care plan? *	1,5
Populations	
What Medicaid populations receive this assessment? **	1, 2, 3
Are beneficiaries seeking HCBS waiver services assessed with this tool?	Yes
Are beneficiaries seeking NF admission assessed with this tool?	No
Are non-Medicaid consumers seeking NF admission assessed with this tool?	No
Automation	
What format is the tool?	Automated - laptop
Systems Integration	
Is the tool linked to MMIS for financial accountability?	Yes
Is the tool linked to intake and referral system?	
Is the tool used to track quality?	Yes
Administration of the Assessment	
What organization is responsible for conducting the assessment?	State Department of Human Services
What type of staff are required to administer the assessment (SW or RN)?	MSW or Public Health RN
Is the assessment conducted by the case manager?	No
Where is the assessment is conducted?	In home
What is the state's cost per assessment?	
On average, how much time is needed to complete the assessment?	2 hours
Has tool been tested for inter-rater reliability?	
Contact Information	
Responsible state agency	MN Department of Human Services
Link to state agency	http://www.dhs.state.mn.us/main/groups/aging/documents/pub/DHS_id_005990.
State contact	Jean M. Martin, jean.m.martin@state.mn.us , 651-297-3330

* Funding Sources: 1 = Medicaid waiver, 2= Medicaid state plan, 3= OOA, 4= SSBG, 5 = Other state funded, 6 = Other
** Populations: 1= Older Adults, 2 = Adults with Physical Disabilities, 3 = People with MR/DD, 4 = Other

Table 1

Assessment Instruments and Processes	North Carolina
What is the name of the assessment instrument?	CAP/DA Data Set January 2004
Hyperlink to assessment	http://www.adrc-tae.org/tiki-download_file.php?fileId=385
Functions	
Is Medicaid functional eligibility (NF LOC) determined by this tool?	Yes
Is this tool used for redetermination of functional eligibility?	Yes
Is financial eligibility determined by this tool?	No
Is the care plan determined by this tool?	No
What are the funding sources for the services are included in the care plan? *	1
Populations	
What Medicaid populations receive this assessment? **	1, 2
Are beneficiaries seeking HCBS waiver services assessed with this tool?	Yes
Are beneficiaries seeking NF admission assessed with this tool?	No
Are non-Medicaid consumers seeking NF admission assessed with this tool?	No
Automation	
What format is the tool?	Automated - web-based
Systems Integration	
Is the tool linked to MMIS for financial accountability?	No
Is the tool linked to intake and referral system?	No
Is the tool used to track quality?	Yes
Administration of the Assessment	
What organization is responsible for conducting the assessment?	Lead Agencies appointed by county commissioners
What type of staff are required to administer the assessment (SW or RN)?	Both
Is the assessment conducted by the case manager?	Yes
Where is the assessment is conducted?	In home
What is the state's cost per assessment?	
On average, how much time is needed to complete the assessment?	
Has tool been tested for inter-rater reliability?	No
Contact Information	
Responsible state agency	Division of Medical Assistance
Link to state agency	http://www.dhhs.state.nc.us/dma/
State contact	Rosalie Wachsmuth, rosalie.wachsmuth@ncmail.net, 919.855.4260

* Funding Sources: 1 = Medicaid waiver, 2= Medicaid state plan, 3= OOA, 4= SSBG, 5 = Other state funded, 6 = Other
** Populations: 1= Older Adults, 2 = Adults with Physical Disabilities, 3 = People with MR/DD, 4 = Other

Table 1

Assessment Instruments and Processes	New Jersey
What is the name of the assessment instrument?	NJ EASE Comprehensive Assessment Tool
Hyperlink to assessment	http://adrc-tae.org/tiki-page.php?pageName=ADRC+Toolbox+Summary#ch5
Functions	
Is Medicaid functional eligibility (NF LOC) determined by this tool?	Yes
Is this tool used for redetermination of functional eligibility?	Yes
Is financial eligibility determined by this tool?	No
Is the care plan determined by this tool?	Yes
What are the funding sources for the services are included in the care plan? *	1,2,5
Populations	
What Medicaid populations receive this assessment? **	1
Are beneficiaries seeking HCBS waiver services assessed with this tool?	Yes
Are beneficiaries seeking NF admission assessed with this tool?	No
Are non-Medicaid consumers seeking NF admission assessed with this tool?	No
Automation	
What format is the tool?	Automated
Systems Integration	
Is the tool linked to MMIS for financial accountability?	No
Is the tool linked to intake and referral system?	Yes
Is the tool used to track quality?	No
Administration of the Assessment	
What organization is responsible for conducting the assessment?	State agency field offices (AAAs for state funded programs)
What type of staff are required to administer the assessment (SW or RN)?	RN
Is the assessment conducted by the case manager?	No
Where is the assessment is conducted?	
What is the state's cost per assessment?	
On average, how much time is needed to complete the assessment?	.5 hours *Section 2 by phone* 1.5 hours *Section 3 in home*
Has tool been tested for inter-rater reliability?	
Contact Information	
Responsible state agency	NJ Department of Health and Senior Services
Link to state agency	http://www.state.nj.us/health/senior/index.shtml
State contact	Mary O'Conner, mary.o'conner@doh.state.nj.us

* Funding Sources: 1 = Medicaid waiver, 2= Medicaid state plan, 3= OOA, 4= SSBG, 5 = Other state funded, 6 = Other
** Populations: 1= Older Adults, 2 = Adults with Physical Disabilities, 3 = People with MR/DD, 4 = Other

Table 1

Assessment Instruments and Processes	Oregon
What is the name of the assessment instrument?	Client Assessment and Planning System
Hyperlink to assessment	Hardcopy print screens available from state.
Functions	
Is Medicaid functional eligibility (NF LOC) determined by this tool?	Yes
Is this tool used for redetermination of functional eligibility?	Yes
Is financial eligibility determined by this tool?	Yes
Is the care plan determined by this tool?	Yes
What are the funding sources for the services are included in the care plan? *	1,2,5
Populations	
What Medicaid populations receive this assessment? **	1,2
Are beneficiaries seeking HCBS waiver services assessed with this tool?	Yes
Are beneficiaries seeking NF admission assessed with this tool?	Yes
Are non-Medicaid consumers seeking NF admission assessed with this tool?	No
Automation	
What format is the tool?	Automated - *laptops*
Systems Integration	
Is the tool linked to MMIS for financial accountability?	Yes
Is the tool linked to intake and referral system?	Yes
Is the tool used to track quality?	Yes
Administration of the Assessment	
What organization is responsible for conducting the assessment?	Seniors and People with Disabilities Division, State Department of Human
What type of staff are required to administer the assessment (SW or RN)?	Not specified, option for referral to an RN
Is the assessment conducted by the case manager?	Yes, unless assessment is referred to an RN
Where is the assessment is conducted?	In home
What is the state's cost per assessment?	
On average, how much time is needed to complete the assessment?	1 hour
Has tool been tested for inter-rater reliability?	Yes
Contact Information	
Responsible state agency	OR Department of Human Services, Seniors and People with Disabilities Div.
Link to state agency	http://www.dhs.state.or.us/seniors/
State contact	Judy Giggy, 503-947-1179, Judy.A.Giggy@state.or.us

* Funding Sources: 1 = Medicaid waiver, 2= Medicaid state plan, 3= OOA, 4= SSBG, 5 = Other state funded, 6 = Other
** Populations: 1= Older Adults, 2 = Adults with Physical Disabilities, 3 = People with MR/DD, 4 = Other

Table 1

Assessment Instruments and Processes	Washington
What is the name of the assessment instrument?	Comprehensive Assessment Reporting Evaluation (CARE)
Hyperlink to assessment	http://www.adrc-tae.org/documents/washcare.pdf
Functions	
Is Medicaid functional eligibility (NF LOC) determined by this tool?	Yes
Is this tool used for redetermination of functional eligibility?	Yes
Is financial eligibility determined by this tool?	Yes
Is the care plan determined by this tool?	Yes, mailed to consumer
What are the funding sources for the services are included in the care plan? *	1,2, 3
Populations	
What Medicaid populations receive this assessment? **	1, 2, 3
Are beneficiaries seeking HCBS waiver services assessed with this tool?	Yes
Are beneficiaries seeking NF admission assessed with this tool?	Yes
Are non-Medicaid consumers seeking NF admission assessed with this tool?	No
Automation	
What format is the tool?	Automated - *laptops*
Systems Integration	
Is the tool linked to MMIS for financial accountability?	Yes
Is the tool linked to intake and referral system?	Yes
Is the tool used to track quality?	Yes
Administration of the Assessment	
What organization is responsible for conducting the assessment?	State agency field offices
What type of staff are required to administer the assessment (SW or RN)?	SW with training and option for referral to a RN
Is the assessment conducted by the case manager?	Yes
Where is the assessment is conducted?	In person
What is the state's cost per assessment?	
On average, how much time is needed to complete the assessment?	3 hours
Has tool been tested for inter-rater reliability?	Yes
Contact Information	
Responsible state agency	Aging and Disability Services Administration
Link to state agency	http://www.aasa.dshs.wa.gov/
State contact	Terry Rupp, rupptl@dshs.wa.gov

* Funding Sources: 1 = Medicaid waiver, 2= Medicaid state plan, 3= OOA, 4= SSBG, 5 = Other state funded, 6 = Other
** Populations: 1= Older Adults, 2 = Adults with Physical Disabilities, 3 = People with MR/DD, 4 = Other

Table 1

Assessment Instruments and Processes	Wisconsin
What is the name of the assessment instrument?	Functional Screen
Hyperlink to assessment	http://www.dhfs.state.wi.us/LTCare/FunctionalScreen/PaperFormV3.pdf
Functions	
Is Medicaid functional eligibility (NF LOC) determined by this tool?	Yes
Is this tool used for redetermination of functional eligibility?	Yes
Is financial eligibility determined by this tool?	No
Is the care plan determined by this tool?	No
What are the funding sources for the services are included in the care plan? *	na
Populations	
What Medicaid populations receive this assessment? **	1, 2
Are beneficiaries seeking HCBS waiver services assessed with this tool?	Yes
Are beneficiaries seeking NF admission assessed with this tool?	Yes
Are non-Medicaid consumers seeking NF admission assessed with this tool?	voluntary
Automation	
What format is the tool?	Automated - web-based, data entered on laptops and uploaded.
Systems Integration	
Is the tool linked to MMIS for financial accountability?	Yes
Is the tool linked to intake and referral system?	Yes
Is the tool used to track quality?	Yes
Administration of the Assessment	
What organization is responsible for conducting the assessment?	ADRC
What type of staff are required to administer the assessment (SW or RN)?	Either with training and certification.
Is the assessment conducted by the case manager?	No
Where is the assessment is conducted?	In person
What is the state's cost per assessment?	
On average, how much time is needed to complete the assessment?	Varies
Has tool been tested for inter-rater reliability?	Yes
Contact Information	
Responsible state agency	Wisconsin Department of Health and Family Services
Link to state agency	http://dhfs.wisconsin.gov/LTCare/INDEX.HTM
State contact	Alice Mirk, mirka@dhfs.state.wi.us

* Funding Sources: 1 = Medicaid waiver, 2= Medicaid state plan, 3= OOA, 4= SSBG, 5 = Other state funded, 6 = Other
** Populations: 1= Older Adults, 2 = Adults with Physical Disabilities, 3 = People with MR/DD, 4 = Other