

Chapter 34 – Care Level I Status Report

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Important

The required fields referenced in this chapter refer to system-required fields. These fields are required in order for the form to be saved in approved status.

The information that is required due to policy may be different from those that are system required.

CARE Level I Status Report

Introduction

The CARE Level I Status Report lists all assessments entered by an ADRC with an assessment date within the specified start/end date range. This report:

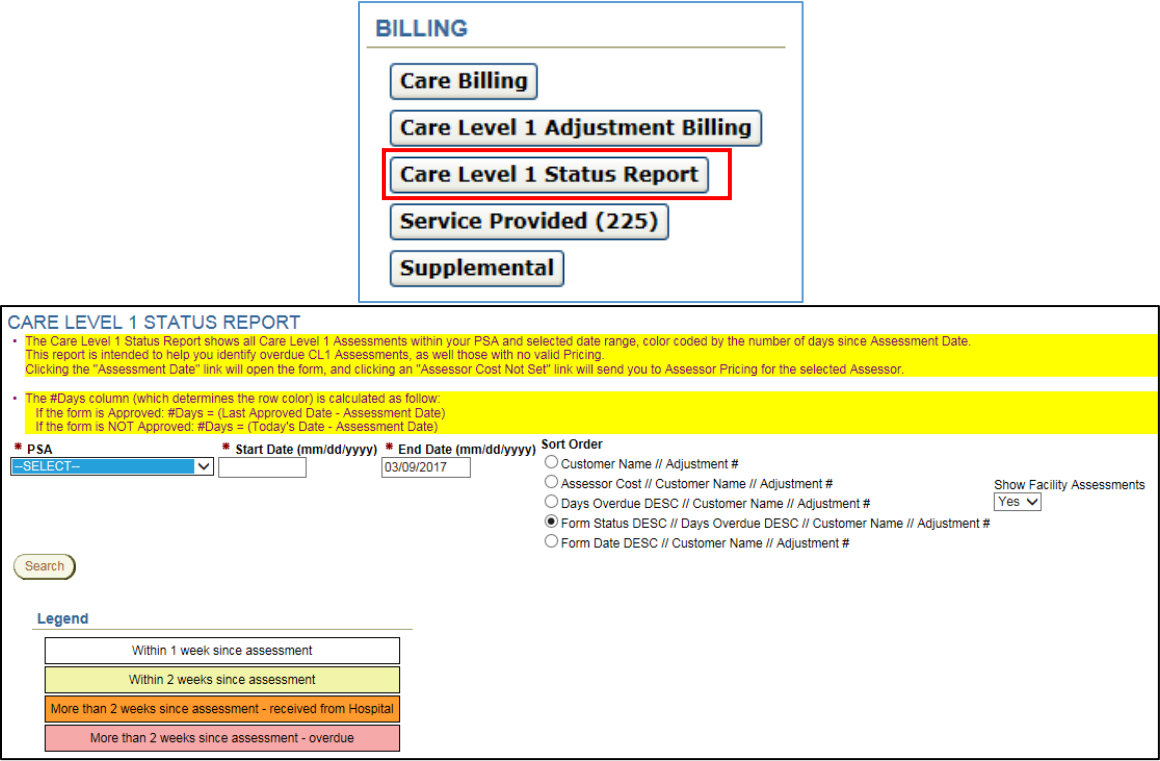
- Helps identify overdue entry of CARE Level I Assessments
- Identifies CARE Assessors that do not have valid Assessor Pricing

The listing is color coded based on the number of days between the assessment date and the date the form was approved in KAMIS.

If the CARE Assessor associated with the assessment does not have valid Assessor Pricing set up, the record will display an 'Assessor Cost Not Set' message instead of the actual cost.

How To

Follow the steps in the table below to access the CARE Level I Status Report.

Step	Action	Result
1.	On the KAMIS II home page, click on Care Level 1 Status Report button under the BILLING region.	The Care Level 1 Status Report page displays.
 <p>The screenshot shows the 'BILLING' menu with options: Care Billing, Care Level 1 Adjustment Billing, Care Level 1 Status Report (highlighted), Service Provided (225), and Supplemental. Below is the 'CARE LEVEL 1 STATUS REPORT' page with a yellow header, search filters for PSA, Start Date, and End Date, a 'Search' button, and a legend for assessment status: Within 1 week since assessment (white), Within 2 weeks since assessment (yellow), More than 2 weeks since assessment - received from Hospital (orange), and More than 2 weeks since assessment - overdue (red).</p>		
2.	Select your ADRC from the PSA drop-down list.	Only assessments entered by your ADRC display.
3.	Enter the Start Date of the date range for the report.	Required
4.	Enter the End Date of the date range for the report.	Required. The current system date displays by default.

Continued on next page

CARE Level I Status Report, continued

How To

continued

Step	Action	Result
5.	Select Search .	A list of customers with CARE Level I Assessment dates between the start and end dates displays.

CARE LEVEL 1 STATUS REPORT

- The Care Level 1 Status Report shows all Care Level 1 Assessments within your PSA and selected date range, color coded by the number of days since Assessment Date. This report is intended to help you identify overdue CL1 Assessments, as well those with no valid Pricing. Clicking the "Assessment Date" link will open the form, and clicking an "Assessor Cost Not Set" link will send you to Assessor Pricing for the selected Assessor.
- The #Days column (which determines the row color) is calculated as follow:
If the form is Approved: #Days = (Last Approved Date - Assessment Date)
If the form is NOT Approved: #Days = (Today's Date - Assessment Date)

* PSA: * Start Date (mm/dd/yyyy): * End Date (mm/dd/yyyy): Sort Order:
 Customer Name // Adjustment #
 Assessor Cost // Customer Name // Adjustment #
 Days Overdue DESC // Customer Name // Adjustment #
 Form Status DESC // Days Overdue DESC // Customer Name // Adjustment #
 Form Date DESC // Customer Name // Adjustment #

Show Facility Assessments: Yes No

PSA	KAMIS ID	Customer Name	Adj.#	Asmt. Date	Asmt. Status	Assessor	Assessor Cost	Location	#Days
9	360974	SMURF, PAPA X.	0	11/07/2016	APP	GRIBBLE, NANCY	90	HOME	114
9	5722161	SMURF, MAMA	0	11/21/2016	APP	GRIBBLE, NANCY	90	NURS	100
9	5722211	SMURF, AUNTIE	0	03/07/2017	APP	HULIGAN, PEGGY	Assessor Cost Not Set	HOME	2

Legend

- Within 1 week since assessment
- Within 2 weeks since assessment
- More than 2 weeks since assessment - received from Hospital
- More than 2 weeks since assessment - overdue

Monthly Totals

Assessment	Assessment count	Assessment total cost
Mar. 2017	1	\$0.00
Nov. 2016	2	\$180.00

1 - 2

The **#Days** column (which determines the row color) is calculated in one of two ways:

- If the form is Approved: #Days = Last Approved Date - Assessment Date
- If the form is NOT Approved: #Days = Today's Date - Assessment Date

Refer to the **Legend** for the definitions of the different row colors.

The Monthly Totals region provides an assessment count and total Assessor cost for each month represented in the list.

Care Level I Assessment Listing

Introduction

The CARE Level I Assessment Listing provides information on the status of the customers' CARE Assessment for the date range requested.

Links are built in to the **Asmt. Date** column for easy access to the customer's assessment. The link for **Assessor Cost** is only used by the ADRC holding the contract for processing CARE Assessment payments.

Note: The assessment must be in Approved status for the assessor cost to be displayed. If the assessment is not approved, the Assessor Cost will indicate 'Assessor Cost Not Set.'

Column	Use/Purpose
PSA	This is the organization number of the ADRC that entered the assessment.
KAMIS ID	The KAMIS ID of the listed customer
Customer Name	The customer's name (Last, First) associated with the KAMIS ID
Adj. #	This column is not currently active. The most current adjustment always displays in the listing.
Asmt. Date	The date of the CARE assessment. Clicking on the date link opens the assessment. If the assessment is in Work in Progress status, it can be updated, and saved as Approved or whichever status is appropriate.
Assessor	The Assessor listed in the assessment.
Assessor Cost	<p>**Only the contracting ADRC for CARE Assessment payments uses this link.**</p> <p>If the listed Assessor has had their pricing set in KAMIS, the amount will appear here. If no Assessor Pricing can be found for this assessor, an 'Assessor Cost Not Set' message displays. Contact the ADRC responsible for entering Assessor Pricing and provide the assessor name and ADRC he or she is associated with. Once you have been informed that the Assessor Pricing has been entered, an updated CARE Level I Status Report should show the correct pricing.</p>
Location	<p>The location that was selected in the CARE assessment.</p> <p>HOME = Home HOSP = Hospital OTHE = Other NURS = Nursing Facility PRIS = Prison</p>
#Days	The number of days from the form's assessment date to the date it was Approved in KAMIS.

Report Sort Order

Introduction

There are five different sort order options available for the report. There is also an option to display or not display the assessments done at a facility. The determination of a facility assessment is from the Assessment Location field on the assessment form.

How To

Follow the steps in the table below to change the sort order of the status report.

Report Sort Order	Note
<div style="border: 1px solid black; padding: 10px; margin: 10px;"> <p>Sort Order</p> <p><input type="radio"/> Customer Name // Adjustment #</p> <p><input type="radio"/> Assessor Cost // Customer Name // Adjustment #</p> <p><input type="radio"/> Days Overdue DESC // Customer Name // Adjustment #</p> <p><input checked="" type="radio"/> Form Status DESC // Days Overdue DESC // Customer Name // Adjustment #</p> <p><input type="radio"/> Form Date DESC // Customer Name // Adjustment #</p> <p style="text-align: right;">Show Facility Assessments Yes ▾</p> <p style="text-align: center;"><i>Unless otherwise noted, all sorting is Ascending in field order listed</i></p> </div>	
Customer Name // Adjustment #	Last name, First name
Assessor Cost // Customer Name // Adjustment #	'Assessor Cost Not Set' will be first, then cost numbers
Days Overdue Desc // Customer Name // Adjustment #	#Days (DESCENDING order), Customer name (last, first)
Form Status Desc // Days Overdue Desc // Customer Name // Adjustment #	This is the default Sort Order Asmt. Status (DESCENDING order), #Days (DESCENDING order), Customer name (last, first)
Form Date DESC // Customer Name // Adjustment #	Asmt. Date (DESCENDING order), Customer Name (last, first)
Show Facility Assessments	Yes or No. Default is 'Yes' so all assessments done in a facility will display.