**Overview of MDS 2023 Updates Toolkit-**

**MDS Coordinator/Nurse Assessment Coordinator (NAC) Orientation Process and Competency Checklist**

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| **Focus Area** | **Meets Standard** | **Needs Additional Training**  | **Evaluation****O=Observed****D=Demonstrated** | **Verification****Date/Initials** | **Comments/****Actions Needed** |
| **O** | **D** |
| MDS: Chapter 1Overview MDS 3.0HIPPA: Protecting privacy  |  |  |  |  |  | Week 1NAC read chapter 1 |
| Chapter 3: Coding conventions * Look-back periods.
* Organization of manual
* Skip patterns
* Use of a dash
* Interviews
 |  |  |  |  |  | Week 1NAC review coding conventions  |
| VIVE Videos on interviews |  |  |  |  |  | [Video on Interviewing Vulnerable Elders (VIVE) - YouTube](https://www.youtube.com/watch?v=Ereawm4_F7k) |
| Chapter 3: Sections A: Identification of information * Type of assessment
* Validation of resident information

B: Hearing, Speech, VisionC: Cognitive PatternsD: Mood PHQ E: Behavior F: Preferences for customary routine  |  |  |  |  |  | Week 1NAC to complete coding designated assessmentsDiscuss interdisciplinary team assigned sections of the MDS.  |
| **Focus Area** | **Meets Standard** | **Needs Additional Training**  | **Evaluation****O=Observed****D=Demonstrated** | **Verification****Date/Initials** | **Comments/****Actions Needed** |
|  |  |  | **O** | **D** |  |  |
| GG: Functional Abilities  |  |  |  |  |  | Week 2 NAC to complete coding tasks on designated assessments Complete all assigned videos on coding GG  |
| H: Bladder and bowel Read Section H  |  |  |  |  |  | Week 2NAC to complete coding task on designated assessment  |
| I: ICD-10 Coding  |  |  |  |  |  | Week 2: Review experience and training on diagnosis coding. NAC to complete coding on a designated assessment. |
| J: Health Conditions  |  |  |  |  |  | Week: 3 Complete pain interview resident and staff.Review of falls, accidents, and injuries.  |
| K: Nutrition L: Oral M: SkinN: Medications  |  |  |  |  |  | Week 3: Read and review section J-K-L-M-N-O-P-QComplete oral assessment Review wound program. Medications and DRR Special treatmentsRestraints |
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|  |  |  | **O** | **D** |  |  |
| O: Special treatmentsP: Restraints Q: Participation in assessment and goal setting.  |  |  |  |  |  | Review IDT designated to complete sections. NAC to complete coding on a designated assessment. |
| Z: Attestation statement  |  |  |  |  |  | Week 3  |
| MDS completion  |  |  |  |  |  | Week 4 Complete assigned assessments.  |
| Meetings:  |  |  |  |  |  | Meeting /responsibilitiesIDT meeting Medicare/Managed Care QAPI Fall/Safety |
| Chapter 2MDS Scheduling Significant Change Hospice |  |  |  |  |  | Week 5 Review computer scheduling program Provide instructions on scheduling of OBRA assessments.Review process of determining a significant change. **“See practice scheduling scenarios”**  |
| Care area assessment summary (CAA) |  |  |  |  |  | Week 5 Review process on CAA and care plans Complete CAA summary on comprehensive assessment |
| **Focus Area** | **Meets Standard** | **Needs Additional Training**  | **Evaluation****O=Observed****D=Demonstrated** | **Verification****Date/Initials** | **Comments/****Actions Needed** |
|  |  |  | **O** | **D** |  |  |
| Developing a resident centered care plan  |  |  |  |  |  | Week 5Update a quarterly care plan. Update care plans at daily IDT meeting Complete a baseline care plan. Complete an admission comprehensive care plan.  |
| Medicare A PPS Scheduling Physician Certification Beneficiary NoticePDPM Education |  |  |  |  |  | Customize to the NAC roles and responsibilities  |
| Managed Care (MA)MA facility contracts Pre-authorization Schedule updates  |  |  |  |  |  | Customize to the NAC roles and responsibilities |
| MDS Transmission  |  |  |  |  |  | IQEIS Casper reports 5-starSNFVBPSNFQRPCare Compare |

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| **MDS/NAC** |  | **Date Completed** |  |
| **MDS/NAC Facilitator** |  | **Date Completed**  |  |
| **MDS/NAC Facilitator** |  | **Date Completed**  |  |
| **MDS/NAC Facilitator** |  | **Date Completed**  |  |

**References and Resources**

Centers for Medicare & Medicaid Services. State Operations Manual, Appendix PP – Guidance to Surveyors for Long Term Care Facilities. <https://www.cms.gov/medicare/provider-enrollment-and-certification/guidanceforlawsandregulations/downloads/appendix-pp-state-operations-manual.pdf>

Centers for Medicare & Medicaid Services. Long-Term Care Facility Resident Assessment Instrument 3.0 User’s Manual. Version 1.18.11, October 2023: <https://www.cms.gov/Medicare/Quality-Initiatives-Patient-Assessment-Instruments/NursingHomeQualityInits/MDS30RAIManual>