**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 1  Overview MDS 3.0  HIPPA: Protecting privacy |  |  | |  |  |  | Week 1  NAC read chapter 1 |
| Chapter 3: Coding conventions   * Look-back periods. * Organization of manual * Skip patterns * Use of a dash * Interviews |  |  | |  |  |  | Week 1  NAC 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, Vision  C: Cognitive Patterns  D: Mood PHQ  E: Behavior  F: Preferences for customary routine |  |  | |  |  |  | Week 1  NAC to complete coding designated assessments  Discuss interdisciplinary team assigned sections of the MDS. |
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|  |  |  | | **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 2  NAC 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: Skin  N: Medications |  |  |  | |  |  | Week 3: Read and review section J-K-L-M-N-O-P-Q  Complete oral assessment  Review wound program.  Medications and DRR  Special treatments  Restraints |
| **Focus Area** | **Meets Standard** | **Needs Additional Training** | **Evaluation**  **O=Observed**  **D=Demonstrated** | | | **Verification**  **Date/Initials** | **Comments/**  **Actions Needed** |
|  |  |  | **O** | | **D** |  |  |
| O: Special treatments  P: 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 /responsibilities  IDT meeting  Medicare/Managed Care  QAPI  Fall/Safety |
| Chapter 2  MDS 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 |
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|  |  |  | **O** | | **D** |  |  |
| Developing a resident centered care plan |  |  |  | |  |  | Week 5  Update 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 Notice  PDPM 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-star  SNFVBP  SNFQRP  Care Compare |

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