



Division of Provider Services and Quality Assurance

Office of Long Term Care

http://humanservices.arkansas.gov/dms/Pages/oltcHome.aspx

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MEMORANDUM

LTC-A-2018-03

TO: [X] Nursing Facilities; [] ICFs/MR 16 Bed & Over; [] HDCs;
[] ICFs/MR Under 16 Beds; [] ALF Level I; [] ALF Level II;
[] RCFs; [] Adult Day Cares; [] Adult Day Health Cares;
[] Post-Acute Head Injury Facilities; [X] Interested Parties;
[X] DHS County Offices

FROM: Carol Shockley, Director, Office of Long Term Care

DATE: February 15, 2018

RE: Advisory Memo – Notification to Ombudsman of Transfers and Discharges

Among the regulatory changes CMS made last year was the requirement under 42 CRF §483.15 of notifications to the state Ombudsman when a resident is transferred or discharged. Under that regulation, a facility must notify the state Ombudsman when:

Event

When Ombudsman is Notified

- The facility discharges a resident while the resident is still hospitalized
The facility discharges a resident from the facility
The facility temporarily transfers a resident on an emergency basis to an acute care facility
At the same time notice is provided to the resident or resident's representative
Thirty (30) days prior to discharge; if the discharge is an emergency, when practicable, which can include a monthly list*
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* There is no specific form facilities must use when sending a list of residents to the ombudsman. But the list must meet the same content requirement of the actual notice to the resident or resident representative. A sample form for your use is included with this letter.

At the request of the State Ombudsman, please email notices to ombudsman.notification@arkansas.gov with the subject line including the following information: Facility/(County)/Type of Discharge. If you cannot send notifications by email, you may mail or fax the notice to:

Charlotte Bishop
State Long Term Care Ombudsman
100 Weaver Avenue
Batesville, AR 72501
FAX: (501) 404-4640
Phone: (501) 582-8952 or (501) 508-8857
charlotte.bishop@dhs.arkansas.gov

If you need this material in alternative format such as large print, please contact our Americans with Disabilities Act Coordinator at 501-682-8307 (voice) or 501-682-6789 (TDD).

CS/lp

