

## Attachment 3 to DLTC Numbered Memo 2011-06/DMHSAS Numbered Memo 2011-09

### PROGRAM SPECIFIC PROCEDURES AND CONSIDERATIONS WHEN A PERSON RELOCATES FROM A NURSING HOME RELOCATION

#### Nursing Home Relocations

1. The person must meet the criteria for nursing home relocation as stated in <http://www.dhs.wisconsin.gov/dlhc/memos/nmemo201011.pdf> or [http://www.dhs.wisconsin.gov/dsl\\_info/NumberedMemos/DDES/CY\\_2005/NMemo2005-17.htm](http://www.dhs.wisconsin.gov/dsl_info/NumberedMemos/DDES/CY_2005/NMemo2005-17.htm) as applicable.
2. If the person was admitted to the nursing home **prior** to December 1, 2006, the person is a resident of the county in which he or she is physically present, i.e., the county the nursing home is located in unless another county accepts the individual as a resident or the person has established residence in another county prior to entering the nursing home with the intent to return to that county.
3. If person who is voluntarily admitted to a nursing home **after** December 1, 2006, the person is a resident of the county in which they are physically present, i.e., the county the nursing home is located in, unless the person has established residence in another county prior to entering the nursing home with the intent to return to that county. A person admitted to a nursing home under 50.04(2r) is a resident of the county that recommended the admission via signature on the F-20822 form.
4. A person admitted under 50.04 (2r) after December 1, 2006, is a resident of the county which approved the admission. This applies to a nursing home that is not certified as a provider of medical assistance or that is an ICF-MR or an institution for mental disease. These facilities may not admit a resident who has a developmental disability or who is both under age 65 and has mental illness unless the county department of the person's county of residency has recommended the admission.
5. When the ADRC or county waiver agency in which the person is a resident becomes aware of a person who would like to relocate from a nursing home, the ADRC or waiver agency will determine eligibility and provide enrollment counseling. Once the person has chosen a long term care program, the ADRC or county waiver agency will complete the appropriate enrollment or referral process.
6. The MCO/PACE/Partnership/IRIS or county waiver agency is expected to begin the relocation process with residents in their service area when a referral for relocation has been made. This may include a meeting with the person, assessment, and development of the service plan.
7. When a person relocates from a nursing home after July 1, 2011 in a Managed Care Organization/IRIS county, the person's enrollment will not be added to the enrollment cap in the ADRC service area. The ADRC will be responsible to track these relocations in the Program Participation System (PPS). When a person who relocated from a nursing home after July 1, 2011 enrolls in a managed long term care program or IRIS and later disenrolls, an attrition opening will not be generated.

The following two items apply only if the nursing home admission was not a placement under legal authority.

8. If all parties agree and the person intends to voluntarily establish residency in another county, the ADRC or county waiver agency in which the nursing home is located will meet with the person and determine eligibility. Once the person has requested to establish residency in a new county, the person will be referred to the ADRC in that county for enrollment counseling and completion of the appropriate enrollment or referral process in the best interest of the person. In this case

the long term care program selected by the person in the county in which they plan to establish residency will receive the referral and begin the relocation process.

9. If the person is voluntarily choosing to relocate to a county other than the county in which they are a resident, the enrollment date will be the date the person is physically present in the new county of residence.