



Kentucky
Hospital
Association

PPS Swing Bed

Management for Rural Hospitals

October 7-8, 2014

Kentucky Hospital Association
2501 Nelson Miller Parkway
Louisville, Kentucky 40223

Sponsored by:



KHREF

Kentucky Hospital Research and
Education Foundation, Inc.

and

The Rural Hospital Flexibility Program

PPS Swing Bed Management for Rural Hospitals

October 7-8, 2014 • Kentucky Hospital Association • 2501 Nelson Miller Parkway • Louisville, KY 40223

This program is intended to assist the rural PPS hospitals with training for their staff to improve the quality of their swing bed program, optimize the patient outcome, increase utilization and revenue while preventing denials for their swing bed services.

Who Should Attend

This program is a must for Care Managers/Swing Bed Coordinators, MDS Coordinators, Discharge Planners, Therapy and Nursing Directors. Charge nurses and staff also benefit by having a better understanding of what is required from the nursing department. Therapy staff involved in providing therapy for the swing bed patients benefit by understanding expectations and becoming strong team members as well as documenting medical necessity for their services.

Program Goal

To provide sufficient information and training material for participants to meet with their individual hospital's swing bed team and reevaluate their programs as well as identify opportunities for improvement once back at their respective hospitals. Note: Due to the short length of the program, much of the information will be presented at a high level only to allow more time for the MDS 3.0, RUG IV and medical necessity documentation discussions though a comprehensive set of slides will be provided.

Objectives:

The participant will be able to:

1. Define the basics of Swing Bed services, discuss admission criteria and identify key components of physician documentation and billing.
2. Describe key components of nursing and therapy service medical necessity documentation
3. Create a rehab model and evaluate the hospital's status regarding CoP for swing bed.
4. Describe the elements of the MDS 3.0 and RUG IV characteristics by category and identify dos and don'ts when managing therapy minutes for the therapy related RUGs
5. Develop a plan to grow SB utilization.

Hotel Accommodations

Hilton Garden Inn Northeast
9850 Park Plaza Avenue
Louisville, KY 40241
502-423-0018

Room Rates: \$119
Cutoff Date: September 17, 2014

Faculty

Mary J. Guyot, RN, BS, CRRN

Principal, Stroudwater Associates
Portland, Maine

Ms. Guyot has over 40 years experience in the healthcare industry in every nursing department including nursing management, care management, PI/QI management. For the past 12 years Mary has been consulting at Stroudwater Associates where she assists hospitals and clinics with process analysis. She engages administration and departmental personnel in performance and quality improvement which results in greater efficiencies and opportunities to serve an increasing population. Mary has specific expertise in cost-based swing bed reimbursement for Critical Access Hospitals (CAH) and the prospective payment systems (PPS) with skilled nursing utilization in swing beds, distinct part units and nursing homes.

CEUs

This program is a two-day offering approved by the Kentucky Board of Nursing. Day 1 is approved for 8.7 contact hours, program offering number 5-0023-1-18-065, and Day 2 is approved for 8.7 contact hours, program offering number 5-0023-1-18-066 -expiration date December 31, 2017. The Kentucky Board of Nursing approval of individual nursing education provider does not constitute endorsement of program content. Participants must attend the entire session and complete the evaluation. Those desiring continuing education credit must have nursing license number or social security number at registration.

Registration

The registration fee for member PPS hospitals is \$175 and \$400 for non-members. This fee covers all handout materials, beverage breaks, lunch and administrative costs. You may register by mail, fax or online.

Fax to: (502)426-6226

Mail to: Khref
P. O. Box 436629
Louisville, KY 40253-6629

Online: <https://secure.kyha.com/meetingregistration.asp>

PPS Swing Bed Management for Rural Hospitals

Day I - Tuesday, October 7, 2014

8:00 am – 8:30 am
Registration / Continental Breakfast

8:30 am – 10:15 am

- Review Swing Bed Regulations
- Medicare Qualifying Stay
- Skilled Medicare Beneficiary Benefits
- Swing Bed Utilization Benefits
- Highlights of a Rehab Model

10:15 am – 10:30 am
Break

10:30 am – 12:00 pm

- Admission Criteria
- Physician Role, Documentation and Billing

12:00 pm – 12:45 pm
Lunch

12:45 pm – 2:30 pm

- Skilled Therapy Services
- Therapy - Medical Necessity Documentation
- Nursing Documentation to Support Level of Care
- ADL Documentation and its Impact on the MDS

2:30 pm - 2:45 pm
Break

2:45 pm – 3:45 pm
Consolidated Billing: What are Inclusions & Exclusions?

3:45 pm – 5:00 pm
Interdisciplinary Team (IDT) Process

- Referral Process
- Goal Setting / Discharge Planning
- Team communication Tools
- Notification of Non-coverage

Day II - Wednesday, October 8, 2014

8:00 am – 8:30 am
Registration / Continental Breakfast

8:30 am – 10:15 am

- Overview and Purpose of the MDS
- RUG IV Characteristics by Category

10:15 am – 10:30 am
Break

10:30 am – 12:00 pm

- MDS Coding – section by section

12:00 pm – 12:45 pm
Lunch

12:45 pm – 2:30 pm

- MDS coding – section by section (continued)
- What MDS Form to Use When

2:30 pm – 2:45 pm
Break

2:45 pm – 3:15 pm

- Q&A re: MDS and RUG
- Scenario Discussion

3:15 pm – 4:00 pm
Conditions of Participation (CoP)

- Key P&Ps a Program Should Have Re: Swing Bed CoP
- Activity Program
- Social Services, Dietician and Dental Components

4:00 pm – 4:40

- Growing SB Utilization (Internal & External)
- UR Data Gathering
- Stroudwater Resource (web access)

4:40 pm – 5:00 pm

- Discussion/Remaining Q&A
- Post-Training Test
- Adjourn – Safe Travels



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General Information

Services for Physically Challenged Individuals

We wish to take reasonable steps to ensure no individual who is physically challenged is discriminated against because of the absence of auxiliary aids and services. If special arrangements or diet are required for an individual to participate in this program, please contact us at (502)426-6220.

Cancellations

A refund of registration fees will be made to those registrants notifying KHA of cancellation five (5) working days prior to program date. A \$25 processing fee will be assessed against each refund. No refunds will be made after that date. Substitutions are accepted.

Registration Form

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Mail by September 30, 2014

Please Complete Information:

Name _____

Title _____

E-mail _____

Name _____

Title _____

E-mail _____

Complete Hospital Information:

Hospital _____

Address _____

Phone _____

Number of vegetarian meals required

Registration Fees:

The fee for this program is: \$175 per participant (KHA member)
\$400 per participant (non-member)

Number of participants _____ x fee = _____
(amount enclosed)

Check Enclosed (Make checks payable to KHREF)

Charge my Mastercard/VISA/American Express

Contact Beth DeFrees at 502-992-4309 with card information
or
register online at <https://secure.kyha.com/meetingregistration.asp>

Checks and registration forms need to be mailed
by **September 30, 2014** to:

KHREF
PO Box 436629
Louisville, Kentucky 40253-6629

Phone: (502) 426-6220
Fax: (502) 426-6226



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