**Preadmission Screening/Resident Review (PASRR) Coordinator/Willowbrook (WB) Liaison/WB Service Coordination Communication Flow when a Nursing Facility (NF) Admission or Request for a Continued Stay Occurs for a WB Class Member**

A hospital contacts the local DDRO PASRR Coordinator requesting a PASRR Level II Assessment for a proposed NF admission or a NF contacts the PASRR Coordinator requesting a continued stay at the NF.

PASRR Coordinator conducts a Level II Assessment as indicated in conjunction with WB Svc. Coor., WB Liaison, local Vacancy Management Team and/or Front Door staff and makes one of the following preliminary decisions, then shares that decision with the WB Service Coordinator and WB liaison.

If an alternate residential opportunity is not recommended at the time of admission or continued stay request (i.e. NF level of care is required), WSC notifies the local PASRR Coordinator and WB liaison of any significant change in the person’s condition that may be discovered during monthly NF visits with the person.

If an alternate residential opportunity is recommended (i.e. if the person cannot return home), WB Service Coordinator prepares and submits placement package (if not already submitted) to the local Vacancy Management Team and ensures that all WB class members in a NF are reviewed on a timely basis by the DDRO vacancy management team. Notifies PASRR Coordinator and WB liaison of date of packet submission. As indicated by lack of community/family attachments, the WB service coordinator will seek info about appropriate vacancies outside the DDRO catchment area (statewide).

The PASRR Coordinator is notified by the hospital or NF that the person is admitted to the NF/ requires a continued stay.

Since admission notifications come from two separate paths (residential vs. hospital/NF), the PASRR and WB Svc Coor. should communicate with each other when notified that someone is being admitted to a NF or approved (by the PASRR Coordinator) for a continued stay.

Class Member’s residential staff (voluntary or state operated) notifies the WB Svc Coor. that the person is entering a nursing facility or requires a continued stay. Svc. Coor. shares that info with WB liaison.

If a Class Member in a NF returns home or to another residential opportunity, or there is a significant change in condition The WSCs, WB Liaisons and PASRR Coordinators should jointly share that information amongst themselves to ensure interactive advocacy on the person’s behalf.

Both PASRR and WB liaison should review the monthly WB listing of individuals in NFs and touch base to clarify any discrepancies/ provide up-to-date info as indicated.

The WB Service Coordinator provides monthly updates on the status of class members in the NF directly to the OPWDD WB liaison, with a copy to the local WB liaison.