

HCBS PreScreen Instructions

The purpose of the HCBS PreScreen is to establish the probability of eligibility for MO HealthNet's CDS and/or In-Home Services. The HCBS PreScreen will automatically score each participant's eligibility based upon the Level of Care Algorithm 2.3 (2024) established by the Missouri Department of Health and Senior Services. The reason it is important to complete a PreScreen on all prospective HCBS participants is to establish baseline data that can be used to dispute a claim by DHSS Assessor Staff that a participant is not eligible for services. If you have completed a PreScreen and, based off the participant's responses, the spreadsheet establishes the individual's eligibility, but the Department indicates the participant is not eligible, you will be able to compare answers in CyberAccess and potentially assist the participant with an appeal. In addition, by completing the PreScreen on all prospective participants, you will have valuable data that can be used in the future if Centers need to work toward repealing the LOC Algorithm 2.3.


You can only enter data into the **yellow** cells.

Prior to beginning the PreScreen, it is recommended to remind the participant that although some questions seem very intrusive, they are necessary in order to determine their eligibility. The more honest the participant is about the answers they provide, the better we can assist them to access services. Similar questions will be asked of them when DHSS Assessor staff go to their homes and complete a full assessment.

- 1) Enter the Participant's Name
- 2) Enter the Participant's DCN (Medicaid Number)
- 3) Enter the CIL Staff who is completing the PreScreen
- 4) Enter today's date
- 5) Enter the Participant's Date of Birth
- 6) Participant's Age will be auto-calculated
- 7) Choose the Program: CDS, In-Home, or CDS/IH

Ask the participant each of the questions listed. Re-phrase as necessary to ensure the participant fully understands the question. As questions are answered, enter the corresponding number into the yellow field next to the question.

For Example:

 **E3a - Do you have any symptoms of wandering? (Moved with no rational purpose, seemingly oblivious to needs or safety)**

- 0 Not present
- 1 Present but not exhibited in the last 3 days
- 2 Exhibited on 1-2 of the last 3 days
- 3 Exhibited daily in the last 3 days

If the participant's response is NEVER. You will place a corresponding '0' in the yellow box.

0

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DO NOT skip asking any questions. DO NOT leave any yellow fields blank. Doing so could result in inaccurate scoring. As you input the corresponding responses, scores will automatically calculate and populate under the black “HCBS Prescreen” heading at the top of the spreadsheet. Once all responses are correctly entered, you will see the OVERALL SCORE and whether the participant appears to be ‘Eligible’ or ‘Not Eligible’.

OVERALL SCORE

0

OVERALL SCORE

24

Not Eligible

Eligible

It is highly recommended you retain a copy of the HCBS PreScreen for the participant.

The document is set up to only print the HCBS PreScreen form.