



Missouri Department of Health and Senior Services

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MEMORANDUM FOR ALL HOME AND COMMUNITY BASED SERVICES PROVIDERS

From: Travis West, Bureau Chief
Bureau of HCBS Systems & Data Reporting

Subject: Priority Risk Determination

This memorandum serves as a reminder for all providers completing reassessments on behalf of the Division of Senior and Disability Services to thoroughly review a participant’s situation and select the most appropriate priority risk when completing reassessments. Assessors determine the priority risk upon completion of the reassessment and enter the code in the Care Plan Services section of the Assessment screen in the HCBS Web Tool. A Priority Risk indicator of 1 – High Priority shall only be selected when the lack of Home and Community Based Services would pose a **serious threat** to the health, safety and welfare of the participant (see HCBS Manual 4.20).

Provider reassessors shall use discretion when assigning a high priority. **Data entered in the InterRAI-HC assessment and documentation in Case Notes must support the participant’s fragile, unreliable or insufficient support system that justifies the selection of a 1 – High Priority.**

DSDS staff review the provider assessor’s requested care plan including the selected priority risk to ensure documentation in the InterRAI-HC Assessment and Case Notes supports the selected priority risk. DSDS staff reviewing provider reassessments will make necessary adjustments to priority risk selections when provider assessor information does not support the selection.

All HCBS providers shall utilize the priority risk indicator to assist in prioritizing service delivery to those participants most in need during instances such as temporary staffing shortages, natural or other disasters, and acts of terrorism.

At any time during an authorization period, HCBS providers shall contact DSDS if a participant’s priority risk requires adjustment based upon changes in the participant’s situation.

Any questions regarding this memorandum should be directed to the Bureau of HCBS Systems & Data Reporting via e-mail at DSDSWebTool@health.mo.gov.

TW/mw

www.health.mo.gov

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