

OSS Advisory Newsletter



*** MANDATORY ***

Electronic Remittance Advice Package and Bulletins

The South Carolina Department of Health and Human Services no longer distributes hardcopy remittance advice packages and related edit correct forms through the mail. Distributing remittance advices and associated edit correction forms through the online Web Tool is a more secure and cost effective manner for providers to receive this information.

Please contact the EDI Support Center at 1-888-289-0709.

The EDI Support Center will be able to assist you by sending you a Trading Partner Agreement (TPA) for completion that outlines the requirements for electronic transfer of Protected Health Information (PHI) between SCDHHS and your facility. The TPA is also available at:

<http://www.scdhhs.gov/hipaa/Forms.asp>

Thank you for your continued willingness to provide quality care and services to the beneficiaries of the South Carolina Optional State Supplementation Program and the Medicaid Program. If you have any questions about the TPA, training opportunities for this new feature, user ID's or passwords, please contact the EDI Support Center at the above number.

To sign up and receive electronic bulletins, you must go to:

<http://bulletin.scdhhs.gov>

And subscribe to the Provider listserv.

Inside this issue:

Electronic Remittance	1
2010 RCF/IPC Cost Report	2
Healthy Living	3

Post Office Box 8206
 Columbia, SC 29201-8206

803-898-2698
 803-255-8209 fax
 EMAIL : VARN@SCDHHS.GOV or
 OSS@SCDHHS.GOV

How to Download, Complete and Transmit the 2010 RCF/IPC COST REPORT Using Your Computer

Each facility participating in the OSS and/or IPC Program is required to submit a standardized cost report, developed by DHHS, which reflects all income, operating costs and resident day information of the facility.

Facilities operating the entire 12-month period from July 1, 2009 to June 30, 2010 must complete this cost report.

A. Download Instructions:

1. Go to web address <http://www.scdhhs.gov/insideDHHS/Bureaus/InformationTechnologyServices.asp>
2. Under Software Downloads, click 2010 RCF-IPC Cost Report
3. Choose SAVE
4. Type a FILE NAME, preferably your Provider Number which begins with RC followed by 4 numbers. Ex. RC0369
5. Click SAVE and the file is now on your computer

B. Completion Instructions:

1. Complete the applicable yellow spaces on the CostReport tab of the file
2. Once you finish all of the 13 pages, SAVE the file again using the same file name you used in A. 4.

C. Transmitting Instructions:

1. Go to web address <https://secure.dhhs.state.sc.us/seniorscp/upload.html>
2. You are about to view pages over a secure connection. Click OK
3. Information you exchange with this site cannot be viewed... Do you want to proceed? Click YES
4. Click BROWSE
5. Choose the cost report file you saved
6. Click OPEN. The file path and name now appear on the Upload Screen
7. Type the remainder of the information requested
8. Click UPLOAD FILE

The 2010 RCF/IPC Cost Report was **due no later than September 1, 2010**. Failure to submit this information by the deadline has resulted in the immediate withholding of your facility's payments.

A letter was mailed approximately July 2, 2010 to the RCF/IPC facilities required to file a 2010 RCF/IPC Cost Report. If you have not received your letter but feel you are required to submit a 2010 RCF/IPC Cost Report, contact Gwen Henderson at (803) 898-1017 or Hendgwen@scdhhs.gov ; or Pete Riyad at (803) 898-1019 or Riyad@scdhhs.gov for verification. You will not be exempt from filing the 2010 RCF/IPC Cost Report due to not receiving a letter.

If you do not have internet access, you may contact Gwen Henderson at (803) 898-1017 or Hendgwen@scdhhs.gov to request the 2010 RCF/IPC Cost Report form be mailed to you. Please leave your name along with the facility name/address/contact number. No other RCF/IPC Cost Report form will be accepted.

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Creating a Safe Environment for Someone with Dementia

Living with dementia can be very difficult for both residents and their caregivers. There are many things to consider in order to make caring for someone with dementia easier, while keeping residents safe and comfortable. One important element to consider is environment. Creating a relaxed and secure environment can make life easier for both residents and caregivers.

General

The living environment should always feel safe and comfortable, especially for people who have dementia. Always try to keep things looking as familiar as possible. Some general tips to improving the environment include the following:

*Minimize clutter – This improves safety by preventing falls, as well as reducing distractions.

*Assess floors – Assure that floors are not too slippery (un-waxed if possible). This is another way to help prevent falls. Also, avoid using black rugs unless you are trying to keep residents away from a certain area. People with dementia often associate dark spots with holes and may avoid them for fear of falling.

*Adjust lighting – Make sure there is enough light for residents to see where they are going. Also, try to reduce glare, shadows, and dark spots. As mentioned earlier, people with dementia may be fearful of entering into and/or staying in dark spaces.

*Monitor temperature – Comfortable temperature is important in the living environment. If it is too hot, residents may disrobe; and if it is too cold, residents may refuse to undress.

*Reduce distractions – Excessive noise can be a major distraction for someone with dementia. Specifically, loud intercoms tend to disturb and agitate residents. Keeping announcements to a minimum, or reducing the volume of intercoms could be helpful. Other ways to reduce distractions include reducing the volume of the television, closing the blinds, and limited the number of people in a resident's room at a given time.

Bedroom

One key thing to remember about keeping the bedroom safe is reducing the risk of residents falling off the bed. It may be helpful to place the bed against the wall to prevent falling. If individuals are at serious risk for falling, it may be better to place the mattress on the floor. You may also want to use a night light in the bedroom in case residents get up at night to go to the bathroom.

Bathroom

The bathroom can be a scary place for someone with dementia. Sometimes, people with dementia may not recognize themselves in mirrors. Because of this, going into the bathroom and being asked to undress in front of an unfamiliar reflection may be uncomfortable. One way to help may be to cover up mirrors. Also, a hand held shower-head may make bathing easier. A contrasting colored toilet seat may make it easier for individuals to see the toilet. Bathroom temperature is also very important. Make sure it is warm enough that residents feel comfortable undressing. Water temperature is also critical. If water is too hot or too cold, residents may refuse to bathe. More importantly, if the water is too hot, residents could be scalded. This is a major concern among people with dementia because they may not be able to let you know when the water is too hot. Always test the water on your own skin first and be sure that it is slightly less warm than comfortable for you.

