

TRAINING TODAY NEWSLETTER

LONG TERM SERVICES & SUPPORTS

PERLSS IS LIVE!

The new PERLSS medical eligibility determination system is available to all partners who completed the required training and have requested and been granted access.

PERLSS can be accessed through the TennCare consolidate portal at <https://mylogin.tennCare.gov/> and click on the PERLSS tile.

The new online **ECF referral** is now available and can be accessed at <https://perlss.tennCare.tn.gov/externalreferral>

All information submitted via TPAES prior to the transition to PERLSS is now available in the PERLSS system.

PERLSS TRAINING

If you or users from your organization have yet to complete all of your self-paced PERLSS training, please login and complete your training requirements ASAP.

If you have yet to begin your PERLSS training, we invite you to visit the link here: <https://trnmylogin.tennCare.gov/>

If you have questions about training, please contact LTSS.Training@tn.gov

PERLSS ENVIRONMENTS

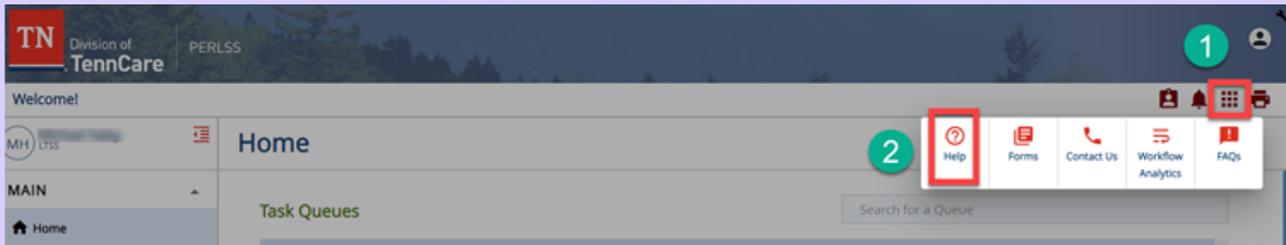
Please note that there are two environments for PERLSS.

The first environment for PERLSS is for training. The second PERLSS environment is the live production environment. PAEs should only be submitted in the production environment. PAEs found to be submitted in the training environment will not be adjudicated and will be deleted to avoid any potential exposure of PII or PHI.

PERLSS PAGE & PROCESS LEVEL HELP

Online Help provides system guidance on actions, processes, and pages within PERLSS. It is like a “cheat sheet” on how to use the system. **Page Level Help** describes all sections of a page including a page description and all fields within the page and their requirements. **Process Level Help** provides step-by-step instructions on completing certain actions such as submitting a referral or completing a PAE. Users can access Online Help from anywhere within the PERLSS system.

To open online help, click on the **Quick Links** icon (1) at the top of the PERLSS page then click **Help** (2). Please refer to the screenshot below:



A separate pop up opens with the **Page Level Help** for the current page displayed. This provides the user with a description, fields names, and conditions of the current page. Also displayed are hyperlinks to processes associated with the page. Users can also explore other **Page** and **Process Level Help** documents by either using the **Table of Contents** to access folders organized by system module or using the **Search** icon. By entering key words or specific names of processes or pages into the search field and clicking the **Enter** key on the keyboard, users can scroll through a list of documentation matching the provided search terms.

HELPFUL TIP: VIEWING NURSE NOTES



Please note that the icon circled in red is available for review of nurse notes in the PERLSS Production environment.

QUESTIONS ABOUT PERLSS?

If you need assistance with PERLSS or need to report system issues, please reach out to the LTSS Help Desk at LTC.Operations@tn.gov or toll-free at 877-224-0219.

If you need system access to PERLSS, please contact LTSS.systemsupport@tn.gov

Please forward to staff in your company that complete or submit TennCare (Medicaid) PAEs/PASRRs. This contains important information for all TPAES users. This document is for TPAES users only. Please do not distribute to the public.