

DATE: December 15, 2021

TO: Medicaid Nursing Facility (NF) Providers
TennCare Health Plans

FROM: Mark Lynn, Director of Value-based Purchasing, LTSS

SUBJECT: QuILTSS #14 Submission Process for the January 1, 2021 to December 31, 2021, measurement period.

The purpose of this memo is to provide IMPORTANT and TIME-SENSITIVE information about the schedule and requirements for the QuILTSS #14 submission. Complete and timely submission of data for QuILTSS #14 will affect your TennCare reimbursement for Nursing Facility (NF) services so it is important to be mindful of all submission dates detailed in this memo.

As a reminder, details of the QuILTSS #14 measurements, expectations and scoring process were communicated in the November 2, 2021, QuILTSS #14 Quality Measurement Period memo which can be accessed [here](#).

This memo identifies the measurements and supporting documentation facilities must submit to TennCare directly using the Formstack submission portal, which can be accessed at https://stateoftennessee.formstack.com/forms/quiltss_14. The portal is now open and will remain open until January 31, 2022 to submit the following:

1. Consistent Staff Assignment

Completion of Consistent Staff Assignment will be optional this year. It is entirely at the facility's discretion if they wish to participate. The consistent staff assignment reporting tool may be downloaded from the TennCare website: <https://www.tn.gov/tenncare/long-term-services-supports/value-based-purchasing.html> under Nursing Facility QuILTSS. It is titled, "Consistent Assignment Tracking Tool." NFs must enter consistent staff assignment data into the spreadsheet and submit one spreadsheet for each month reported. Instructions on how to complete the form are provided within the tool, and from the recorded QuiLTSS submission training session which can be accessed here: [Myers and Stauffer Certified Public Accountants \(mslc.com\)](#)

To be eligible for Consistent Staff Assignment points, a facility must submit at least three (3) months of data from the current QuILTSS reporting calendar year with at least one (1) month from the last calendar quarter (October – December). Points are earned based on the total facility's percent of long-stay residents (more than 100 days) with a maximum of 12 caregivers for each month reported. Only the most advantageous month will be used

for scoring purposes. Although 3 months of data is required to be eligible to receive points, facilities are encouraged to track this information monthly as the number of months required for reporting will increase over time.

Submission deadline is 11:59 PM CT on Monday, January 31, 2022. Submissions received after this deadline will not be evaluated. **If a NF does not submit data for Consistent Staff Assignment, their QuILTSS #13 score will be used as proxy.**

2. Staff Retention

Completion of Staff Retention will be optional this year. It is entirely at the facility's discretion if they wish to participate. The staff retention reporting tool may be downloaded from the TennCare website at <https://www.tn.gov/tenncare/long-term-services-supports/value-based-purchasing.html> under Nursing Facility QuILTSS. It is titled "QuILTSS Staff Roster".

Staff Retention shall be defined as the percent of specified staff that have been employed (or contracted) by the NF for at least one (1) year. Specified staff shall include only RNs, LPNs, and NAs. RNs shall include registered nurses, RN directors of nursing, and nurses with administrative duties. LPNs shall include licensed practical/licensed vocational nurses. NAs shall include certified nurse aides, aides in training, and medication aides/technicians. Points will be awarded based on percentage of staff that were continuously employed or contracted for the previous 12 months

Submission deadline is 11:59 PM CT on Monday, January 31, 2022. Submissions received after this deadline will not be evaluated. **If a NF does not submit data for Staff Retention, their QuILTSS #13 score will be used as proxy.**

3. Bonus Points

A NF may earn ten (10) bonus points for qualifying awards and/or accreditations that evidence the facility's commitment to quality improvement processes. Qualifying awards or accreditations must be current in the review period (January 1, 2021 – December 31, 2021):

1. Membership in Eden Registry, which must be active during the period in which bonus points are sought
2. Achievement of the Malcolm Baldrige Quality Award. This includes AHCA Award (Bronze, Silver, or Gold) and the TN Center for Performance Excellence Award (Level 2, 3, or 4, which correspond with the Commitment Award, Achievement Award, and Excellence Award; the Level 1 Interest Award is specifically excluded from points). Any such award must have been achieved within the three (3) years prior to the end of the period in which bonus points are sought.

3. Accreditation by the Commission on Accreditation of Rehabilitation Facilities (CARF)
4. Accreditation by the Joint Commission

Submission deadline is 11:59 PM CT on Monday, January 31, 2022. Submissions received after this deadline will not be evaluated. To earn Bonus Points for QuILTSS #14, a NF must submit proof of the qualifying award or accreditation that is current in the review period **QuILTSS #13 bonus points will NOT be used as a proxy.**

Important Notes: All submissions are due to TennCare via Formstack on **Monday, January 31, 2022 at 11:59PM CT**. Submissions received after this firm deadline will not be evaluated. You will know when your upload is successful and received by TennCare as an email notification will be sent to the facility administrator and the designee identified on the submission with links to the files which were submitted. Results of facility quality performance will be provided at our earliest opportunity.

Please begin the submission process as soon as possible to allow for ample time to resolve any unexpected issues which may impact a timely submission. Should you encounter technical difficulties, it is imperative to notify us immediately at QuI.LTSS@tn.gov so that we are aware of the issues and assist with a resolution.

Questions regarding QuILTSS, including the Quality Framework, quality measures, point values, and performance benchmarks, submission process and schedule of QuILTSS submissions, should be directed QuI.LTSS@tn.gov.

Cc: Tennessee Health Care Association (THCA)