



## Notice of Instruction

### Notice of Instruction Number 082222: Caregiver in Crisis and Imminent Risk

**TO:** PSA 6 Providers Conducting 701 Assessments

**FROM:** Abbie Walters, Senior Contract Manager

**DATE:** August 22, 2022

**SUBJECT:** Caregiver, Caregiver in Crisis, and Imminent Risk Designations

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This Notice serves as instruction to streamline policies for the “caregiver in crisis” and “imminent risk” determinations for providers completing the DOEA 701A Condensed Assessment, 701B Comprehensive Assessment, and/or 701S Screening forms. This NOI brings consistency between provider and Aging and Disability Resource Center (ADRC) requirements.

#### Caregiver in Crisis

According to the 701D Instructions, the question, “Is there a primary caregiver?” should be marked “Yes” if the following definition applies:

- “A primary caregiver is defined as any person who regularly can be depended on to provide or arrange help as needed with Activities of Daily Living (ADLs) and Instrumental Activities of Daily Living (IADLs). This person:
  - May or may not be related by birth or marriage;
  - May or may not live with the client or live nearby; and
  - Does not include operators of assisted living facilities, nursing homes, adult family care home sponsors, home health agencies, service provider staff, or other paid care providers.”
- Please note some programs have additional requirements that must be met for caregivers. Refer to the DOEA Programs and Services Handbook.

The screener must mark “Yes” to the question, “Is there a primary caregiver?” in the 701A, 701B, or 701S whether the primary caregiver physically or remotely provides

services or coordinates services by paying or arranging for payment on the client's behalf for services to be provided by a paid caregiver. This applies to all clients in the community setting, including private residence.

Requirements for the caregiver in crisis designation are as follows:

For the question "Is the caregiver in crisis?" to be marked "Yes," the certified screener must follow the directions in the 701D (excerpt below).

"Indicate your evaluation of the primary caregiver's ability and/or willingness to continue to provide the care needed by the client. They may be unable and/or unwilling due to their own limitations and/or those of the client. The crisis may already be in effect or may be quickly approaching. If you determine the primary caregiver to be in crisis, mark 'Yes' and note if the crisis is for a 'Financial,' 'Emotional,' and/or 'Physical' reason or some combination of these."

A supervisor must review and approve all caregiver in crisis determinations.

The certified screener must document justification for the designation in the "Notes and Summary" section of the form, including supervisor approval. All caregivers designated as being in crisis in eCIRTS must have supervisor approval documented in the form, including the date of review and approval and the supervisor's first and last name. The screener's supervisor is their direct supervisor at the agency that completed the screening or assessment.

Once the supervisor has approved the caregiver in crisis designation, mark "Yes" to question 85 for the 701A, 135 for the 701B, or 49 for the 701S.

### Imminent Risk

Imminent Risk (IR) is defined as "Individuals in the community whose mental or physical health condition has deteriorated to the degree that self-care is not possible, there is no capable caregiver, and nursing home placement is likely within a month or very likely within three (3) months."

Currently, the assessment and screening tools will produce an IR designation if the answer is "Yes" to the questions: "The individual is transitioning out of a nursing home (NF)" or "The individual is at imminent risk for nursing home placement." These are questions 21 and 22 on the 701A and 701B (19 and 20 on the 701S). These questions are noted "Assessor/CM" in the 701D Assessment Instructions, requiring completion by the staff completing the tool without asking the individual or representative for a direct response.

Regarding question 21 on the 701A and 701B (19 on the 701S), certified staff completing the tool should mark it "No" because individuals in nursing homes are not considered IR according to the definition. It is the responsibility of the certified staff to screen and assess only individuals who are residing in a private residence (the ADRC

screens individuals residing in assisted living facilities and adult family care homes, in addition to those in private residences).

Regarding question 22 on the 701A and 701B (20 on the 701S), certified staff should only respond “Yes” if, during the completion of the tool, the individual or their representative provides information that meet the following criteria:

- The individual or their caregiver expressed the individual’s mental or physical health condition has deteriorated by answering “worse” or “much worse” to question 38 on the 701A, 49 on the 701B, or 31 on the 701S;
- The individual or their caregiver expressed the individual’s inability to perform self-care, by needing “assistance (but not total help)” or “assistance (cannot do at all)” with at least one ADL (question 46 on the 701A, 68 on the 701B, or 38 on the 701S);
- The individual or their caregiver expressed that nursing facility placement is imminent due to the fact that the individual may no longer reside at home without services in place; and
- The individual or their caregiver expressed there is no capable caregiver, and the ability to continue receiving needed services is threatened (actual or anticipated and permanent - more than 30 days).
  - This IR situation applies if 1) an individual’s caregiver was providing services but is no longer or will no longer be designated as the caregiver and able to provide services, or 2) an individual or their caregiver is arranging and paying for services through a paid service provider and the services have or will be ending with no alternative means for service provision.

The provider must document the above information in as much detail as possible in the notes section of the 701A, 701B, or 701S. The screener must then request supervisor review and approval of the IR designation. The ultimate IR designation will be at the supervisor’s discretion but must demonstrate in the notes section that the client meets the definition for IR. All individuals designated IR in eCIRTS must have supervisor approval documented in the form, including the date of review and approval and the supervisor’s first and last name. The screener’s supervisor is their direct supervisor at the agency that completed the screening or assessment.

These requirements are effective immediately. If you have any questions, please contact your contract manager. Thank you.