

1240-G - PRIVATE DUTY NURSING SERVICES

EFFECTIVE DATES: 02/14/96, 10/01/01, 07/01/04, 03/01/07, 07/01/12, 10/01/13, 10/01/14, 07/01/17, 06/01/20

APPROVAL DATES: 10/01/01, 07/01/04, 03/01/07, 07/01/12, 10/01/13, 10/01/14, 07/20/17, 07/19/18, 01/16/20

I. PURPOSE

This Policy applies to ALTCS E/PD, ALTCS DES/DDD (DDD) Contractors, and Fee-for-Service (FFS) Tribal ALTCS; excluding Federal Emergency Services (FES). (For FES, refer to AMPM Chapter 1100). This Policy establishes requirements regarding medically necessary Private Duty Nursing Services for ALTCS members.

II. DEFINITIONS

HOME As specified in A.A.C. R9-28-101, a residential dwelling that is owned, rented, leased, or occupied by a member, at no cost to the member, including a house, a mobile home, an apartment, or other similar shelter. A home is not a facility, a setting, or an institution, or a portion of any of these that is licensed or certified by a regulatory agency of the state as a:

1. Health care institution under A.R.S. § 36-401;
2. Residential care institution under A.R.S. § 36-401;
3. Community residential setting under A.R.S. § 36-551; or
4. Behavioral health facility under 9 A.A.C. 20, Articles 1, 4, 5, and 6.

PRIVATE DUTY NURSING Nursing services for members who require more individual and continuous care than is available from a Home Health Agency providing intermittent care.

SETTING IN WHICH NORMAL LIFE ACTIVITIES TAKE PLACE A setting in which normal life activities take place other than a hospital, nursing facility; intermediate care facility for individuals with intellectual disabilities or any setting in which payment is or could be made under Medicaid for inpatient services that include room and board.

III. POLICY**PRIVATE DUTY NURSING SERVICES**

1. ALTCS members may receive Private Duty Nursing services in their own Home. Private Duty Nursing services are provided for more than two hours in duration or in excess of four hours in a single day. Private Duty Nursing services are provided as an alternative to hospitalization or institutionalization when care cannot be safely managed within the timeframe of intermittent Home Health nursing care and when determined to be cost-effective.
2. Private Duty Nursing services shall be ordered by a physician and provided by a Registered Nurse (RN) or a Licensed Practical Nurse (LPN) as specified in 42 CFR 440.80. If the services are furnished by an LPN, the services shall be provided under the supervision and direction of an RN or physician, and the LPN shall be employed by a Home Health Agency (HHA). Services may be provided through a Medicare certified HHA, a State licensed HHA (if a Medicare certified HHA is not available per criteria as specified in AMPM Policy 310-I), or by an Independent RN.
3. For Private Duty Nursing Services provided by an Independent RN, the following applies:
 - a. Independent RNs shall submit, in writing, references from recent employment to the Contractor, or, for services to FFS members, to the AHCCCS/DFSM Tribal ALTCS unit. All references shall be contacted and the results documented prior to the Contractor or the AHCCCS/DFSM Tribal ALTCS unit approving the provision of Private Duty Nursing Services from the Independent RN,
 - b. The Independent RN shall complete a clinical and administrative record keeping orientation prior to providing Private Duty Nursing Services. The orientation shall be provided by a nurse approved by, or contracted with, a Contractor. For FFS Tribal ALTCS providers, training will be specified by the AHCCCS/DFSM Tribal ALTCS unit, Independent RNs shall receive written orders from the member's Primary Care Provider (PCP) or physician of record,
 - c. The Independent RN is responsible for all documentation of member care, and is responsible for the transmission of said documentation to the ALTCS member's PCP or physician of record,
 - d. The Contractor or the Tribal ALTCS Program shall maintain documentation supporting at least one of the three circumstances as specified in AMPM Policy 310-I when services are provided by a State licensed HHA (if a Medicare certified HHA is not available) or an Independent RN,
 - e. Contractors and the AHCCCS/DFSM Tribal ALTCS Unit who contract with Independent RNs to provide Private Duty Nursing Services shall develop oversight activities to monitor service delivery and quality of care provided by the Independent RN, and
 - f. Contractors and the AHCCCS/DFSM Tribal ALTCS Unit shall provide a backup for the Independent RN.

Refer to Attachment A for a listing of medical supplies that are included in FFS home health skilled nursing visit rate.

Refer to Attachment B for a list of services that may be provided by a home health nurse.