

## Medical Director Review (MDR) Guidance

Reasons to submit a FED for MDR:

- When an MA-51 or MA-570 (PC) does not match the FED result for Nursing Facility, Personal Care Home or Dom Care FED's.
- When a FED result is NFI for an Aging Waiver recertification and the MA-570 (PC) does not agree.
- When a FED Assessor disagrees with the FED result for Annual Waiver Recertification's, PCH, Dom Care, or Nursing Facility cases.

Prior to submitting the MDR requests to Aging Well please review, the following information to ensure all information is accurate.

- Does the FED meet the criteria above to submit for MDR?
- Is the MA-51 or MA-570 (PC) attached in PIA?
- If the MA-51 or MA-570 (PC) references an attachment, is the attachment in PIA?
- If the assessor disagrees, are there substantial comments to justify why the person does or does not meet the NFCE definition?
- The MA-51/ MA-570 (PC) must be signed by a DO or MD.
  - There cannot be a CRNP's information on the form. If you receive a form signed by the CRNP, you will need to request an entirely new form.
- The attending physician must be the one who provides their license number, dates and signs the MA-51/ MA-570 (PC). Initials are not acceptable.
  - The license number for DO starts with OS, MD license number starts with MD.
- The MA-51/ MA-570 (PC) must be dated within 12 months of submission.
- There must be a short or long-term level of care on page 2 of the MA-570 (PC).
- There must only be a short or long-term level of care indication on an MA-51 when the individual is NFCE AND will be served in a Nursing Facility setting.
- The MA-51/ MA-570 (PC) and all supporting documents are not to contain errors that have been altered, made illegible, whited or blackened out. The entire form must be showing and nothing should be cut off. All errors are to be lined through and initialed and dated by the author. The author is to state the reason for the error (i.e. in the margin, above the error if there is room, or at the bottom of the MA51 section 22 labeled "Comments" if an MA51 is provided) and document the correct information.
- The MA-51 Section 21A and 22 should be left blank prior to submitting for MDR.
  - Once the MDR decision has been made by OLTL, the AAA may then fill out and sign section 21A and 22. Please attach this signed MA-51 and label it as **MA-51 signed by AAA**. Do not delete the original MA-51.

- There will be two MA-51's attached in PIA when the FED has been submitted for an MDR; the original unsigned MA-51 and the AAA signed MA-51 titled **MA-51 signed by AAA.**

Submitting inaccurate information or incomplete information to Aging Well will delay the MDR process. A corrected MA51/MA/570 will need to be provided to Aging Well within **15 days** of our notification that the submitted form is unacceptable. Once the AAA receives the necessary updated information and entered into PIA, please notify your Quality Compliance and Support Specialist to move forward with the MDR. If the corrected MA51/MA570 is not submitted to Aging Well within 15 days, proceed with issuing the Determination Letter.

If you do not have the supporting documents at the time of the FED assessment to proceed with an MDR, issue the Determination letter at that time.