

Administrator Alert

*Policy updates & rule clarifications for Assisted Living,
Residential Care & Nursing Facilities*

Office of Licensing & Quality — Oregon Department of Human Services

February 25, 2009

NURSING FACILITY TRANSITIONAL/SPECIAL PAYMENT REQUEST FORM

Dear Administrator,

The Department of Human Services (DHS) will no longer be accepting the “Expedited” Payment Request form. This form is being replaced with the DHS-wide “Transitional/Special Payment Request” (Form DHS 0791). If you need to request a transitional/special payment for February 2009 dates of service, or any future months, please use this new form or your request will be denied.

The Transitional Payment Form (DHS 0791) and submission instructions are available at the following website:

<http://www.oregon.gov/DHS/healthplan/mmis.shtml>

Once you open this webpage, you can either click on the “Transitional Payment” link at the top of the page, or scroll down to the Transitional Payment section.

If you have any questions about a Transitional/Special Payment Request you have submitted, please call the DHS Provider Services Unit at 1-800-336-6016.

