To: SNF Community

From: Kenneth J. Smith, Director

Re: Section Q Reporter Web-Based Application Pilot

Date: February 24, 2014

This communication is to announce improvements to the way that Nursing Facilities submit Section Q referrals to their associated Aging Services Access Points. Currently, the information collected on a patient who is expressing a desire to return to the community as part of the MDS assessment is faxed, emailed, or exchanged in person during a regular visit.

The *Section Q Reporter* web-based application replaces these methods of transmission with one streamlined, standardized system. Nursing Facilities will be able to communicate required Section Q data in real time, and ASAPs and ADRCs can track and report on activities with greater ease.

For Nursing Facilities, submitting a Section Q referral will be as simple as identifying the reporting facility, adding 3 items of basic data, and clicking *submit*. They will also be able to see whether or not the referrals have been viewed and/or acted on by the ASAP contact person.

Currently there is a pilot underway with ADRC of the Greater North Shore, with North Shore Elder Services (NSES) as the lead agency. Actual referrals have already been submitted by a local Nursing Facility, and the new system has been well received by all. The next phase of the project, which will be kicked off 2/25, is to expand to other Nursing Facilities associated with NSES. Other areas of ADRC of Greater North Shore will follow soon after, with the involvement of Senior Care, Inc. and Greater Lynn Senior Services.

Expansion to other areas of the state are anticipated beginning in April, proceeded by introductory webinars and user guide documentation. Communication will be provided well in advance of this wider implementation.

We are confident that this new program will improve efficiency and adherence to Section Q reporting timeframe requirements. This will also assist DPH when they conduct their annual survey at your facility.