

Home Health | OASIS-E Quality Reporting Program ACTION PLAN



Virtual Training Program
September 13 & 14, 2022

Action planning helps you focus your ideas into steps to accomplish your goal(s). This worksheet will help you document the processes to inform and educate others at your organization about the new guidance, which will be effective starting January 1, 2023. Following each presentation in the training program, spend a few minutes planning your next steps.

As you think about your action items, consider the potential impact of each new or revised data element on your agency's:

- » Policies.
- » Processes/procedures.
- » Tools (paper or electronic).
- » People:
 - Who will be impacted (patients, clinicians, physicians, office staff)?
 - What will they need to do differently?
 - Will the changes require training efforts to build new skills?
 - What kind of proactive communication might be required to ensure those impacted understand the rationale for the change and how they will be supported?
 - What processes will your agency use to facilitate any required change?
Do any new feedback mechanisms need to be put in place?
 - What role might organizational leaders play in supporting the change?
- » Reporting requirements (both internal and external).



Topic	Policies, Procedures, Processes, and/or Documentation Systems and Tools Potentially Impacted	Action Steps Needed	Education Needed (Topic and Audience)	Target/Timeline for Completion
Home Health Virtual Training Program Training Program Overview: OASIS-E	<ul style="list-style-type: none"> Agency policies related to data collection, timeframes, and identified staff responsible for completing the OASIS-E. Identify any impact to electronic health records and information systems to support data collection. 	<ul style="list-style-type: none"> Review the OASIS-E guidance. Identify the new standardized items. List the implications and identify any changes that need to be made, such as: <ul style="list-style-type: none"> Revise related policies and procedures. Collaborate with IT to implement any process modifications. Other implications. Develop an implementation timeline. Design an education and training plan to ensure agency readiness for implementation on January 1, 2023. 	<ul style="list-style-type: none"> Specific policies and procedures that are new or revised. Overview of the new standardized items, steps for assessment, and coding instructions. Any revised agency systems and processes. Trials, testing, or quality assurance planned. Target audience: <ul style="list-style-type: none"> Clinical staff who perform OASIS assessments. Quality staff. Intake staff. Agency leaders. Clinical educators. IT staff. Medical records department. 	<ul style="list-style-type: none"> Develop education and training plan by October 1, 2022. Provide education and policy updates to clinical staff by November 1, 2022. Trial new data collection systems in November 2022 to identify any needed opportunities for improvement. Refine any necessary processes and verify completion of staff education by December 21, 2022. "Go live" with new policies/processes on January 1, 2023.

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Home Health Training Program Overview				

Topic	Policies, Procedures, Processes, and/or Documentation Systems and Tools Potentially Impacted	Action Steps Needed	Education Needed (Topic and Audience)	Target for Completion
Social Determinants of Health and New Items for Sections A and B				

Topic	Policies, Procedures, Processes, and/or Documentation Systems and Tools Potentially Impacted	Action Steps Needed	Education Needed (Topic and Audience)	Target for Completion
Section C: Cognitive Patterns				

Topic	Policies, Procedures, Processes, and/or Documentation Systems and Tools Potentially Impacted	Action Steps Needed	Education Needed (Topic and Audience)	Target for Completion
Section D: Patient Mood Interview and Total Severity Score				

Topic	Policies, Procedures, Processes, and/or Documentation Systems and Tools Potentially Impacted	Action Steps Needed	Education Needed (Topic and Audience)	Target for Completion
Section GG: Summary of Guidance Changes/ Self-Care and Functional Mobility				

Topic	Policies, Procedures, Processes, and/or Documentation Systems and Tools Potentially Impacted	Action Steps Needed	Education Needed (Topic and Audience)	Target for Completion
Section J: Health Conditions				

Topic	Policies, Procedures, Processes, and/or Documentation Systems and Tools Potentially Impacted	Action Steps Needed	Education Needed (Topic and Audience)	Target for Completion
Section K: Swallowing/ Nutritional Status				

Topic	Policies, Procedures, Processes, and/or Documentation Systems and Tools Potentially Impacted	Action Steps Needed	Education Needed (Topic and Audience)	Target for Completion
Section M: Skin Conditions				

Topic	Policies, Procedures, Processes, and/or Documentation Systems and Tools Potentially Impacted	Action Steps Needed	Education Needed (Topic and Audience)	Target for Completion
Section N: Medications				

Topic	Policies, Procedures, Processes, and/or Documentation Systems and Tools Potentially Impacted	Action Steps Needed	Education Needed (Topic and Audience)	Target for Completion
Section O: Special Treatments, Procedures, and Programs				

Topic	Policies, Procedures, Processes, and/or Documentation Systems and Tools Potentially Impacted	Action Steps Needed	Education Needed (Topic and Audience)	Target for Completion
Capstone Case Study				