OASIS Acceptance Tracking

Prepared for

myUnity Essentials Financial

Netsmart

Table of Contents

Overview

The QIES ASAP OASIS system used prior to 1/1/2020 provided an OASIS Agency Final Validation report in XML format when an OASIS submission file had been successfully transmitted. The iQIES system provides the OASIS Agency Final Validation report in CSV format only. This file can be imported into myUnity Essentials Financial via the Clinical > OASIS Import menu.

Importing the Validation file allows users to easily track acceptance dates to prevent denial of PPS Final claims due to the OASIS not being accepted within 30 days of the M0090 Date reported on the Final Claim (see CMS transmittal CR9585). For instructions on downloading the CSV file from iQIES contact the iQIES helpdesk or reference the following links:

https://iqies.cms.gov/help#viewing-reports

https://www.youtube.com/watch?v=rVY41p7y4Q0&list=PLaV7m2-zFKpj2t7Qhn7ONiM0Zb_A1MTIq&index=5&t=0s.

Final Validation Import

Go to **Clinical > OASIS Import** (press the **Validation** button if you don't see the options below).

File Location: Browse and select the OASIS Final Validation csv file previously downloaded from the QIES site.

Include 'Locked Awaiting Export', State Correct Count = 0 in Processing: Select this option to include records that do not have an increment count and the assessment in Locked status (not Exported).

Warn me __days prior to Late Acceptance: Enter the number of days out from today's date to be used for acceptance date tracking in the Billing Pre-Audit OASIS Not Accepted Summary (max allowed is 40).

Retroactive days for assessment evaluation: Enter number of days to go back and identify non-accepted assessments on the Billing Pre-Audit OASIS Not Accepted Summary.

Click **Preview** and then select **Yes** at the prompt.

Note: in File > File Maintenance > Entity > OASIS Agency, the Agency Type must be set to **OASIS** to prevent an "Agency Not Found" message on the report.
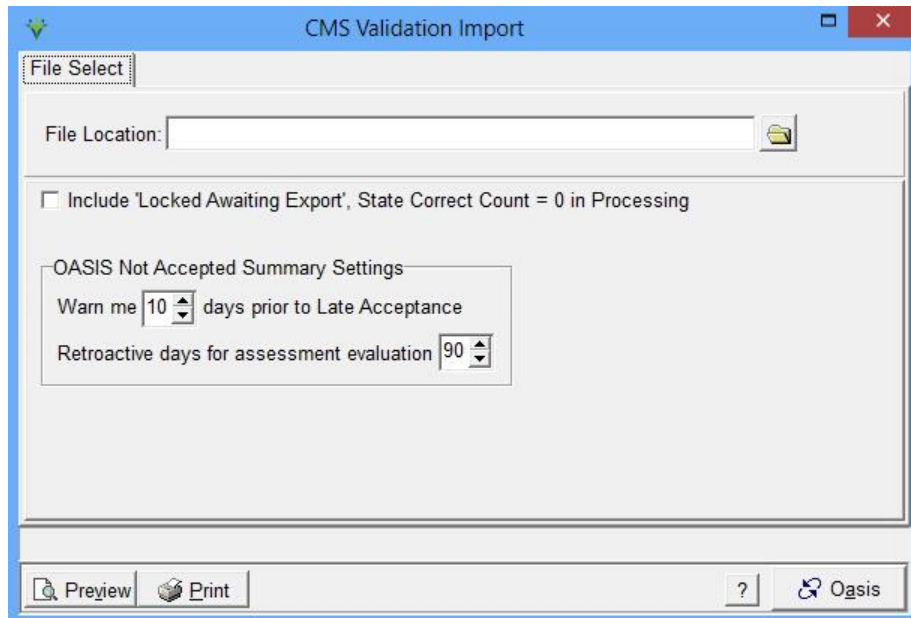
Once the report has been Previewed/Printed the **Post** button is enabled.

The report will list each assessment record with one of the following statuses:

Accepted: The OASIS status will change from "Exported" to "Accepted by CMS" once posted.

Rejected: The OASIS status will change from "Exported" to "Rejected by CMS" once posted. The rejection reason will be shown on the OASIS Validation report. It can also be viewed by hovering over the assessment record in the Patient > Certify > OASIS/HIS tab.

Not Found: This status indicates the OASIS record is not on file for the patient or there's an increment counter mismatch between the assessment and the validation file.

Status Is Invalid: The assessment is currently in Locked status, therefore the validation status being returned may pertain to an outdated record.

Sample report:

Updating Acceptance Status Manually

Go to **Clinical > OASIS/HIS** Export and click the **Unpost Files** tab.

Highlight the export file in the top grid that has the OASIS file to be marked as Accepted or Rejected.

Check the box for **Manually Edit CMS Status.**

Edit Status for Selected Record: if this radio button is selected, click on the assessment in the grid to mark the status for only the selected assessment (used if one assessment status is different from the other assessments in the file).

Edit Status for ALL Records: if this radio button is selected, all assessments in the selected file will be updated with the specified Status.

After entering the Master Password, the **Status** and **Status Date** fields will be enabled. Select Accepted or Rejected and the date of acceptance or rejection by iQIES. The Status Date for Accepted records is used on reports to determine if timely submission was met.

Press **Save** after making changes.

Billing Pre-Audit OASIS Summary

Go to the **Billing > Billing Pre-Audit** and set the **Billing type** to **PPS Billing.** On the **More Options** tab, check the option for **OASIS Not Accepted.**

On the **General Options** tab, press the **Oasis** button (only enabled when OASIS assessments are present with dates on or after the Retroactive Days selected in the OASIS Import menu) to view the OASIS Not Accepted Summary.

The "**acceptance by**" date is determined by the setting for **Warn me __days prior to Late Acceptance** value entered in **Clinical > OASIS Import**.

For further detail on rejected, late or not locked records, review the OASIS Status Report.

Sample Summary:
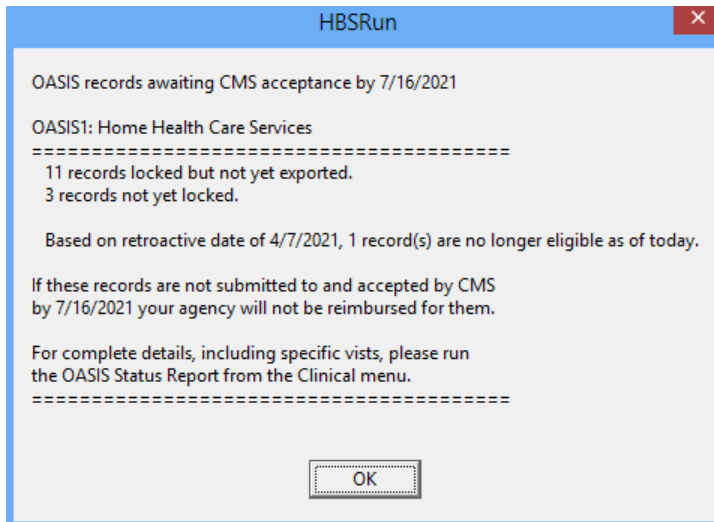
Billing Pre-Audit Warnings/Failures

The **More Options** tab has settings for Warnings or Failures for assessments not exported or accepted.

Oasis Not Exported: check to show Warnings on the Ready to Bill report for RAPs and Finals if the OASIS is not marked Exported. Check **Fail** to show as a Failure instead of Warning.

Oasis Not Accepted: check to show Warnings on the Ready to Bill report for RAPs and Finals if the OASIS is rejected or not accepted within 30-days. Check **Fail** to show as a Failure instead of Warning for PPS Finals only.

Sample Report:

OASIS Status Report Tracking

Go to **Clinical > Oasis Status Report** to track the status of assessments to ensure they are submitted to iQIES timely.

Selection Type: Select All Records or specific Patients, Units or Primary Insurances.

Cert Period Date Selection: Enter a From Date no earlier than 4/1/2017 and To Date at least 5 days after today's date to include recertification assessments for upcoming cert periods.

Episode Type: All

Select Status to Process:

> **Not Locked** – show only assessments in Failed Validation, Awaiting Validation or Successful status.
>
> **Locked Awaiting** – show only assessments Locked but not Exported yet.
>
> **Accepted** – show only assessments Accepted by iQIES.
>
> **Rejected** – show only assessments Rejected by iQIES.
>
> **Expired** – show only assessments not Accepted by iQIES by the 30-day deadline (indicated with an * asterisk on the report).

Sample Report:

8/1/2017 2:19:40 PM				**OASIS Status Report**				All Episodes / All RFA	Page 1
Patient Sequence				All Records From:6/1/2017 To:8/7/2017				Home Health Care Services	
Start	**End**	**Visit**	**Inital**	**Final**	**Status Date**	**Export**	**Reason**	**Status (*) = Expired**	**Expiration**
Abbington, Abigail - 131753			Admit: 7/30/2016						
5/26/2017	7/24/2017	5/26/2017	6/1/2017						
OID: OASIS1		5/25/2017	3AFKS	C1F1S1	7/28/2017	7/28/2017	4-F/U	(*)CMS Accepted	6/24/2017
7/25/2017	9/22/2017								
OID: OASIS1		7/23/2017	3AFKS	C1F1S1	7/28/2017	7/28/2017	4-F/U	CMS Accepted	8/22/2017
Allred, Andrea R - 131366			Admit: 11/22/2016						
7/20/2017	9/17/2017								
OID: OASIS1		7/19/2017	3AFKS	C1F1S1	7/28/2017	7/28/2017	4-F/U	CMS Rejected	8/18/2017
Assessment, Oasis - 1027			Admit: 6/25/2017						
6/25/2017	8/23/2017								
OID: OASIS1		6/25/2017	1AFKS	C1F1S1	6/26/2017	7/18/2017	1-SOC	CMS Accepted	7/25/2017
Cross, Patty - 1005			Admit: 11/23/2016						
5/22/2017	7/20/2017	5/24/2017	5/31/2017						
OID: OASIS1		5/22/2017	3AFKS	C1F1S1	7/8/2017	7/7/2017	4-F/U	(*)CMS Accepted	6/21/2017
7/21/2017	9/18/2017								
OID: OASIS1		7/19/2017	3CFKS	C3F1S1	7/19/2017	7/19/2017	4-F/U	Exported	8/18/2017
Wooley, Ann - 1023			Admit: 4/5/2017						
4/5/2017	6/3/2017	4/5/2017	4/15/2017						
OID: OASIS1		4/5/2017	1AFKS	C1F1S1	5/15/2017	7/19/2017	1-SOC	(*)Exp. Inactivation	5/5/2017
	7 Total Records								