

MEMORANDUM

Texas Department of Human Services * Long Term Care/Policy

TO: LTC-R Regional Directors
Section/Unit Managers

FROM: Marc Gold
Section Manager
Long Term Care-Policy
State Office MC: W-519

SUBJECT: Regional Survey & Certification Letter #99-17

DATE: May 28, 1999

The attached RS&C Letter is being provided to you for information purposes and should be shared with all professional staff.

- RS&C Letter No. 99-17 -- Request For The State Agency's Time Frames For Entering Survey Information Into OSCARS; Call Beverly Tucker, Section Manager, Professional Services, at (512) 438-2631.

If you have any questions, please direct inquiries to the individuals or sections listed above.

~Original Signature on File~

Marc Gold

Attachment

DEPARTMENT OF HEALTH & HUMAN SERVICES
Health Care Financing Administration

Region VI
1301 Young Street, Room 833
Dallas, Texas 75202

April 26, 1999

REGIONAL SURVEY AND CERTIFICATION LETTER NO: 99-17

To: All State Survey Agencies (Action)
All Title XIX Single State Agencies (Action)

Subject: Request For The State Agency's Time Frames For Entering Survey Information Into OSCARS

As more scrutiny is placed on the State Agency's survey and certification process and the Regional Office's oversight of this process, it is critical that we have accurate information about how OSCAR/ODIE data is entered in each State Agency. As a result, we ask that each State Agency respond to the following questions by May 15, 1999. The questions pertain to initial, recertification and complaint packets.

1. Does your State Agency have written policies and/or time frames for OSCAR/ODIE data entry? If so, please attach a copy.
2. Who is responsible for entering the OSCAR/ODIE information for initial, recertification and complaint packets in your State Agency?
3. What are your State Agency's time frames for data entry?
4. How does your State Agency monitor to ensure that it is meeting its time frames?
5. Is your State Agency experiencing any OSCAR/ODIE data entry problems?

Please mail or fax the information by May 15, 1999 to:

Karen Herbelin
1301 Young Street, Suite 833
Dallas, Texas 75202
FAX: (214) 767-0270

If you have any questions, please call Karen Herbelin at 214-767-4422.

Sincerely,

{Signature on File}

Calvin Cline
Chief, Survey and Certification Operations