



STATE OF MARYLAND


DHMH

Maryland Department of Health and Mental Hygiene

*Larry Hogan, Governor - Boyd K. Rutherford, Lt. Governor - Dennis R. Schrader,
Secretary*

MEMORANDUM

To: Chronic Hospitals

From: Jane Sacco, Chief 
Division of Long Term Care Services

Subject: Timeline to submit Continued Stay Review for Chronic Hospital Medical Eligibility - CORRECTED

Date: February 28, 2017

Effective March 6, 2017, all requests for continued stay review (CSR) must be submitted through the Qualitrac system. All CSR spans are for 14 days at a time. This memorandum outlines the process for requesting continued stay for patients in a Chronic Hospital.

The first CSR is due within three calendar days of the last day of the prior approval. For example, if the date of initial request is February 15, then the first span will be approved for February 15 through March 17 (30 days). The CSR is due between March 14 and March 20. If the CSR is approved, the approval span will be March 17 through March 31. The next CSR will be due between March 28 and April 3.

The hospital is responsible for initiating CSR requests in a timely manner as described above. Failure to submit a CSR within this timeframe will result in the hospital being denied payment for any days between the end of the previous span and the date the CSR is submitted.

As part of the CSR request, the hospital shall submit documentation that validates the continued medical eligibility since the previous approval period. If the documentation supports the need for additional inpatient hospital services, Telligen will approve within three business days of receiving the request. If the documentation does not support the need for continued hospital services, Telligen will request additional information. The decision in these circumstances may take up to 15 business days depending on the hospital's response.

In Telligen's Qualitrac system, submission of a CSR is very similar to that of a request for initial review. Simply select "CSR" instead of "Initial" when it is appropriate.

Please note that if the patient is discharged for any reason during an approved stay (even if readmission is anticipated), a new medical eligibility review request must be submitted.

If you have any questions regarding submissions to Telligen, please contact Ed Mitchell (emitchell@telligen.com) for more information.