

# Minimum Data Set (MDS) 3.0 Resident Assessment Instrument (RAI) Version 1.18.11 *Implementation Action Plan*

Action planning helps you focus your ideas into steps to accomplish your goal(s). This worksheet will help you document the processes needed to inform and educate others at your facility about the new guidance, which will be effective starting October 1, 2023. Following each presentation in Part 1 and 2 of 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 facility's:

- Policies.
- Processes/procedures.
- Tools (paper or electronic).
- People:
  - Who will be impacted?
  - What will they need to do differently?
  - Will the changes require training and 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 organization use to facilitate any required change? Do any 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, Processes, and/or Documentation Systems Potentially Impacted	Action Steps	Education	Target Dates for Completion
<p><b>Understanding Changes to the MDS 3.0 RAI Manual v1.18.11</b></p>	<ul style="list-style-type: none"> <li>• Organizational policies related to data collection, assessment types, and timing, and identified staff responsible for completing the Resident Assessment Instrument.</li> <li>• Identify any impact to electronic health records and/or Information Systems that support data collection in your facility.</li> </ul>	<ul style="list-style-type: none"> <li>• Review the finalized MDS 3.0 RAI User's Manual Version 1.18.11 guidance and assessment instrument.</li> <li>• Identify the new and revised data elements.</li> <li>• List the implications and identify any changes that need to be made and resulting action steps, such as:               <ul style="list-style-type: none"> <li>○ Revise related policies and procedures.</li> <li>○ Collaborate with IT and other technology vendors to implement any process modifications.</li> <li>○ Other.</li> </ul> </li> <li>• Develop an implementation timeline.</li> <li>• Design an education and training plan to ensure facility readiness for implementation on October 1, 2023.</li> </ul>	<ul style="list-style-type: none"> <li>• Provide staff education and training on the following topics, as applicable:               <ul style="list-style-type: none"> <li>○ Specific policies and procedures that are new or revised.</li> <li>○ New and revised data elements, steps for assessment, and coding instructions.</li> <li>○ Any revised organizational systems and processes.</li> <li>○ Pilot testing and any quality assurance that is planned.</li> </ul> </li> <li>• Target Audience:               <ul style="list-style-type: none"> <li>○ Nurses and designated clinical staff.</li> <li>○ Quality Department.</li> <li>○ Supervisors and senior leadership.</li> <li>○ Clinical educators.</li> <li>○ IT staff.</li> <li>○ Medical Records Department.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Develop education and training plan by July 1, 2023.</li> <li>• Provide education and policy updates to clinical staff by August 1, 2023.</li> <li>• Pilot test new data collection systems in August 2023 to identify any needed opportunities for improvement.</li> <li>• Refine any necessary processes and verify completion of staff education by September 21, 2023.</li> <li>• Implement all new policies/processes by the guidance effective date of October 1, 2023.</li> </ul>

Topic	Policies, Processes, and/or Documentation Systems Potentially Impacted	Action Steps	Education	Target Dates for Completion
<p><b>SNF Training Program Overview</b></p>				



Topic	Policies, Processes, and/or Documentation Systems Potentially Impacted	Action Steps	Education	Target Dates for Completion
<p><b>Understanding Changes to the MDS 3.0 RAI Manual v1.18.11</b></p>				



Topic	Policies, Processes, and/or Documentation Systems Potentially Impacted	Action Steps	Education	Target Dates for Completion
<p><b>Social Determinants of Health and New Data Elements in Section A</b></p>				



Topic	Policies, Processes, and/or Documentation Systems Potentially Impacted	Action Steps	Education	Target Dates for Completion
<p><b>Section C: Changes to Cognitive Patterns Guidance</b></p>				



Topic	Policies, Processes, and/or Documentation Systems Potentially Impacted	Action Steps	Education	Target Dates for Completion
<p><b>Section D: Resident Mood Interview and Total Severity Score</b></p>				



Topic	Policies, Processes, and/or Documentation Systems Potentially Impacted	Action Steps	Education	Target Dates for Completion
<p><b>Section GG: Functional Abilities and Goals</b></p>				



Topic	Policies, Processes, and/or Documentation Systems Potentially Impacted	Action Steps	Education	Target Dates for Completion
<p><b>Section J: Health Conditions</b></p>				



Topic	Policies, Processes, and/or Documentation Systems Potentially Impacted	Action Steps	Education	Target Dates for Completion
<p><b>Section K: Swallowing/ Nutritional Status</b></p>				



Topic	Policies, Processes, and/or Documentation Systems Potentially Impacted	Action Steps	Education	Target Dates for Completion
<p><b>Section N: Medications</b></p>				



Topic	Policies, Processes, and/or Documentation Systems Potentially Impacted	Action Steps	Education	Target Dates for Completion
<p><b>Section O: Special Treatments, Procedures, and Programs</b></p>				



Topic	Policies, Processes, and/or Documentation Systems Potentially Impacted	Action Steps	Education	Target Dates for Completion
<p><b>Section Q: Participation in Assessment and Goal Setting</b></p>				

