



# Introduction

Questions and comments may be answered at 1-800-339-9313.

November 1, 2005

## ***INTRODUCTION TO THE RESIDENT ASSESSMENT VALIDATION AND ENTRY SYSTEM FOR SWING BED FACILITIES (RAVEN-SB) SOFTWARE***

Enclosed is Version 2.0 of the Resident Assessment Validation and Entry System for Swing Bed Facilities (RAVEN-SB). README.TXT explains how to install the software.

### **RAVEN-SB SOFTWARE**

The following documentation is included in Adobe Acrobat PDF format: an electronic version of this introduction (SWBINTRO.PDF), release notes (RELNOTES.PDF), and the online help contained in the application (SWBHELP32.PDF). In addition, documentation for the RUG DLL used by RAVEN-SB is included in GROUPER DOC.PDF.

**Installation of Adobe Acrobat Reader is required for RAVEN-SB to print SB-MDS Forms containing assessment data.** For further information on Adobe Acrobat software and files, visit [www.adobe.com](http://www.adobe.com). For additional details on printing the SB-MDS Forms with RAVEN-SB, please see the RAVEN-SB Readme file (README.TXT). In addition, the manual for the operation of the MDCN software (DIALER\_INSTALL.PDF) is included.

### **DISCLAIMER**

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### **SYSTEM OVERVIEW**

This release contains system setup, data entry, and import/export functionality. It also contains RUGs calculations, and printing of SB-MDS Forms. Each component is described below.

## ***RAVEN-SB Introduction***

**System Setup.** This component enables the swing bed facility to identify facility, employee and resident information used throughout the RAVEN-SB software.

The facility information is used to pre-populate certain assessment variables as well as to generate data fields required for the export process. In addition, rules of SB-MDS operation for RUGs are established for the facility. The employee information establishes system security. The resident data pre-populates certain assessment variables in order to reduce redundant data entry.

**Data Entry.** This component includes the RAVEN-SB Management screen as well as all of the data entry screens that comprise the various assessments completed by swing bed facilities. The RAVEN-SB Management screen enables the user to select or add the resident and assessment of interest. (Note that adding an assessment results in the Reasons For Assessment -- Add Assessment screen, which impacts rules of operation for the current assessment.)

Once an assessment has been selected, the user may perform data entry, print the assessment, or execute RUGs for the selected assessment, as appropriate. The user may also execute RUGs during data entry.

Execution of the RUGs results in the View/Calculate RUGs screen, with the values for Medicare and State RUGs as appropriate. Note that if RUG calculations are applicable for the current assessment type, they are automatically performed after data entry. The RUG values are stored in the appropriate fields in Item 43.

Upon exiting data entry, error checking is performed and the results are displayed to the user. Afterward, an assessment status screen is presented that enables the user to specify the current state of the assessment, in accordance with the results of the error check process as well as the rules documented in the *SB-MDS Data Record Specifications*.

**Import/Export.** This component, available only to the system administrator, enables SB-MDS data to be moved in and out of the database. The export function creates a file of SB-MDS data to be sent to the National Assessment Collection Database in the format specified by the Data Record Layout (i.e., a 1,814-byte string). Conversely, the import function allows Data Record Layout files to be migrated into the SB-MDS database.

## **SOFTWARE UPDATES**

The RAVEN-SB software may be adjusted over time to incorporate changes in system components, such as the CMIs and the RUGs, and to incorporate bug fixes. Adjustments will be posted to the CMS web site ([http://www.cms.hhs.gov/providers/snfpps/swingbed\\_specs.asp](http://www.cms.hhs.gov/providers/snfpps/swingbed_specs.asp)) and on the SB-MDS State Systems.

## **SUBMISSION OF ERROR REPORTS**

If an error is encountered, it is recommended that an attempt be made to duplicate the error on another assessment (or employee or resident) prior to reporting the error. This duplication can be helpful in determining whether the error is recurring across assessments (or employees or residents).

## ***RAVEN-SB Introduction***

Any errors discovered should be reported to the RAVEN-SB Help Desk as soon as possible after discovery. Please submit the following information for each error:

- Name and telephone number of the user;
- Error message (if applicable);
- Screen or title bar of window where the error occurred;
- The sequence of events prior to encountering the error; and
- Hardware configuration (e.g., Pentium-200, 32 megabytes of RAM, etc.).

### **CONTACT INFORMATION**

For questions about this release or further assistance, please call the RAVEN-SB Help Desk at 1-800-339-9313 or send a fax to 1-888-477-7871.

Information about the RAVEN-SB System also can be obtained at [http://www.cms.hhs.gov/providers/snfpps/swingbed\\_specs.asp](http://www.cms.hhs.gov/providers/snfpps/swingbed_specs.asp).