

The following represents a summary of revisions/updates that have been made in the State Operating Manual during the period from October 2003 through May 2014. Although there has been a memo sent for each revision, the following summary will serve as a guide to ensure compliance in all areas.

F TAG	TITLE AND SUMMARY OF REVISIONS	RESPONSIBLE FOR COMPLIANCE COMMENTS
161	ASSURANCE OF FINANCIAL SECURITY 1. Each facility must ensure that all resident personal funds and any other funds entrusted to the facility are ensured by a Surety Bond. This bond must cover the total amount of resident personal funds.	Administrator Business Office
202	DOCUMENTATION FOR TRANSFER AND DISCHARGE 1. Documentation by the Physician for residents who transfer or are discharged to another facility must clearly indicate the reason for transfer/discharge. 2. The indication for transfer must not be related to the source of payment.	Medical Director Social Services Nursing
208	ADMISSION POLICY 1. The facility is responsible to inform the resident/significant other of charges covered and not covered by Medicaid insurance	Admission Office Social Services
222	PHYSICAL RESTRAINTS 1. Before the application of a restraint, the facility must determine the specific medical symptom that requires the use of a restraint. 2. The order must state how the use of this restraint will treat the medical symptom and assist the resident in attaining or maintaining the highest degree of wellness	Primary Care Physicians Nursing Social Services
278	ACCURACY OF ASSESSMENTS COORDINATION/CERTIFICATION/PENALTY FOR FALSIFICATION 1. Facilities may use electronic signatures on the MDS. Facilities must have a written policy in place to ensuring the security and protection of the document.	Administration MDS Coordinator
281	SERVICES PROVIDED MEET PROFESSIONAL STANDARDS 1. Facility must ensure that each resident has a sufficient supply of medications and that staff adhere to the facility system for re-ordering medications.	Nursing Pharmacy Consultant <i>(Daily tracking of missed medications and medications not given will help monitor compliance)</i>

