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Department of Mental Health
Division of Developmental Disabilities

**DMH DD Residential Service Provider
Notification of Residential Oversight RN
Vacancy and New Hire**

06/14/2023



Objectives

- 👤 Residential Oversight RN Vacancy
- 👤 Residential RN Hire and Residential RN Oversight Orientation
 - 👤 Overview
 - 👤 REDCap notification demonstration
 - 👤 Enhancements to RN Oversight Orientation

Updates

Red-Cap Provider Notice Portal



 Residential RN Vacancy

 Residential RN Hire

Residential RN Oversight Orientation

 Streamlined access to Residential RN Oversight Orientation

 Inclusion of On-line Knowledge Check

RN Oversight Vacancy Notification

👤 Provider Portal (Red-Cap)

👤 <https://dmh.mo.gov/dev-disabilities/service-providers>

The screenshot shows the Missouri Department of Mental Health website. The header includes the logo and navigation links for MO.gov, Governor Parson, and Find an Agency. The main navigation bar lists Crisis Assistance, Behavioral Health – Substance Use and Mental Illness, and Developmental Disabilities. Below this is a section titled "Information for Service Providers" with a description: "This area of the Division website offers information regarding core areas of interest to potential and existing contracted providers." Three colored buttons are visible: a green button for "Provider Relations Vendor Service Coordination Team", a yellow button for "Missouri Talent Pathways (MO TaP)", and an orange button for "Provider Portal". The "Provider Portal" button is expanded to show a list of links: "Intent to Terminate Community Services" and "Residential Oversight RN Vacancy/Hire Reporting". A black arrow points to the "Residential Oversight RN Vacancy/Hire Reporting" link.

RN Oversight Vacancy Notification

- 👤 Provider Portal (Red-Cap)
- 👤 Residential Oversight RN Vacancy
 - 👤 Electronic fillable form
 - 👤 Ability to upload/enter interim plan for RN Oversight coverage (if applicable)
 - 👤 Identify coverage needs for completion of any scheduled Health Risk Screenings

<https://dmh.mo.gov/media/pdf/purchase-service-contract-services-sample>

RN Oversight Vacancy Notification

- 👤 Completion of RED-Cap RN Vacancy Notification
 - 👤 Automated notification to regional office Quality Program Lead
 - 👤 Assign Regional Office Quality Program RN to complete a review of the information submitted through the RED-Cap system
 - 👤 Communicate any identified health and safety concerns or lack of interim plan to Division's designated Regional Office Director

RN Oversight Vacancy Notification

- 👤 Identification of HRS coverage needs
 - 🤖 Automated notification to Division Health and Wellness Coordinator
 - 🤖 Division designee will complete the Health Risk Screening and applicable Health Risk support plans during vacancy.

RN Oversight New Hire Notification



- 👤 Provider Portal (Red-Cap)
- 👤 Residential Oversight RN New Hire
 - 👤 Can be used for augmented staff
 - 👤 Closes the loop on reported vacancy
 - 👤 Electronic fillable form
 - 👤 Automated email to new hire communicating
 - 👤 Orientation requirements

RN Oversight New Hire Notification



- 👤 Provider Portal (Red-Cap)
- 👤 Quality Program Lead
 - 📧 Automated notification to regional office
Quality Program Lead
 - 📧 Regional office Quality Program RN contact
assignment

Residential Oversight RN Orientation



- 👤 Located in HRS-IntellectAbilities System
- 👤 The designated provider gate keeper will create an account with IntellectAbilities, Inc. for the new Residential Oversight RN to obtain access to IntellectAbilities MO Health Risk Screening (HRS) system.
 - 👤 The Residential Oversight RN will receive an email notification from IntellectAbilities, Inc. outlining the process to set up their user account and how to access the system.
 - 👤 Upon gaining access to the HRS system, the Residential Oversight RN will be assigned trainings aligned to their role as a Residential Oversight RN.

Residential RN Oversight Orientation



Course Training in HRS IntellectAbilities



Missouri Division of Developmental Disabilities



Log out

Logged in as Tricia Parker
Missouri Division of Developmental
Disabilities

- Messages
- New
- Persons Served
- Providers
- Users
- Case Management
- Nursing
- Reports
- Help

USERS > USER DETAILS FOR TRICIA PARKER

User Details for Tricia Parker

- Details
- Notifications
- Trainings
- Roles

My Assigned Courses

Showing 1 to 1 of 1 entries

	Residential RN Oversight Orientation ...	MODD Series	Online	04/26/2023	04/26/2023	
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Residential RN Oversight Orientation Enhancements



📍 Residential RN Orientation Enhancements



📍 Course Training in HRS IntellectAbilities System

Residential RN Oversight Orientation ... MODD Series Online 04/26/2023 04/26/2023

Modules

Seq	Training Title	Length	Materials	Start Date	Due Date	Comp Date	Status	
10	Introduction to Monthly Residential RN Oversight Service	00:14:37		04/26/2023	05/26/2023	04/26/2023	Completed	Repeat
20	MO DD HRST RN Rater Training	01:51:12		04/26/2023	05/26/2023	04/26/2023	Completed	Repeat
30	RN Oversight Manual Review and Knowledge Check	00:02:39		04/26/2023	05/26/2023	04/26/2023	Completed	Repeat

Residential RN Oversight Orientation Enhancements



👤 Residential RN Orientation Enhancements



👤 Monthly RN Oversight Training Video

👤 Monthly RN Oversight Program Manual Access and Attestation

👤 On-Line Knowledge Check

👤 20 questions

👤 Multiple Choice

👤 Will need to answer all 20 questions correctly

👤 Rationale

👤 On-line Certificate



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Thank-You!

MODDClinopteam@dmh.mo.gov

DMH DD Webinar page: <https://dmh.mo.gov/dev-disabilities/webinar>