



CBAS Emergency Remote Services (ERS) Initiation Form (CEIF) CDA 4000 Bulk Initiation Enhancements

April 20, 2023

Today's Presenters

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Housekeeping

- Questions are welcome - please submit via the webinar "Questions" box
- This webinar is being recorded and will be posted on the CDA website:
https://www.aging.ca.gov/Providers_and_Partners/Community-Based_Adult_Services/#pp-tr
- Please encourage staff and providers who are not able to join us today to listen to the training webinar once posted

AGENDA

- Bulk CEIF submission
- Print Multiple CEIFs
- Best Practices
- Data Review
- Questions & Answers



CBAS
Emergency
Remote
Services (ERS)
Portal
Enhancements

**Bulk CEIF (CDA 4000)
Submission**

Bulk CEIF Improvements

1. Select **Bulk Initiation Form**

☰ Peach CDA Peach Portal

Emergency Remote Services

+ New Initiation Form **👥 Bulk Initiation Form**

Emergency Date From **Emergency Date To**

mm/dd/yyyy 📅 mm/dd/yyyy 📅

✎ CEIF In Progress 1 **☰ Active ERS Events 2** **📄 Closed ERS Events**

Bulk CEIF Improvements

2. NEW: **Select All** Option

New CEIF Form

Participants Select All

Bulk CEIF Improvements

3. Required Fields

New CEIF Form

Participants Select All

Emergency *

Date of Emergency *

Bulk CEIF Improvements

4. Optional Fields: All Remaining Fields are Optional

Note: You can fill out any additional fields below that are similar.

Date Of Participant Consent

mm/dd/yyyy 

First Date ERS Provided

mm/dd/yyyy 

Current TAR Date From **Current TAR Date To**

mm/dd/yyyy  mm/dd/yyyy 

Payer

Choose Payer 

Bulk CEIF Improvements

5. Optional Fields Can be Personalized Later

Description of Emergency *

COVID-19 outbreak at center. 5 ptps tested positive upon arrival at center on 4/7/23. Pausing in-center services until 4/21/23.

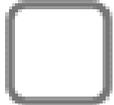
Bulk CEIF Enhancements

5. Optional Fields Can be Personalized Later

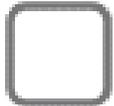
Planned ERS supports and services will be provided via



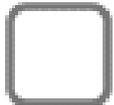
Telehealth



In-Home



At the Home (Doorstep)



In the Community

Bulk CEIF Enhancements

7. Complete remaining fields for individual participants

Emergency Details

Emergency *

Epidemic/infectious disease outbreak such as COVID, TB, Norovirus

Date of Emergency * **Date Of Participant Consent ***

04/07/2023 04/07/2023

First Date ERS Provided *

04/07/2023

Current TAR Date From * **Current TAR Date To ***

04/01/2023 09/30/2023

Cancel Save

Bulk CEIF Enhancements

7. Complete remaining fields for individual participants

Description of Emergency *

Ptp tested + for COVID-19 upon arrival at center on 4/7/23. COVID-19 outbreak at center. 4 other ptps tested positive upon arrival at center on 4/7/23. Pausing in-center services until 4/21/23.

Bulk CEIF Enhancements

7. Complete remaining fields for individual participants

Planned ERS supports and services will be provided via *

- Telehealth
- In-Home
- At the Home (Doorstep)
- In the Community

8. Update Center Representative Title

Dates & Signature

I certify the following: The participant meets all criteria for receiving ERS and has been assessed by the center's registered nurse and/or social worker. The required information regarding the participant's need for, and the Center's provision of, ERS will be documented in the participant's health record.

Participant has 1) experienced a public or personal emergency that restricts or prevents their attendance in the center; and 2) requires medically necessary services and/or supports determined by CBAS MDT members to ensure essential continuity of care is maintained, assessed needs and service gaps are addressed. ERS supports and services promote return to center-based services and/or aid in a transitional period to/from the center **and** are not knowingly duplicative.

Name *

Brett Hendrickson

Date

04/07/2023

Center Representative Title *

Administrator

Program Director

Bulk CEIF Enhancements

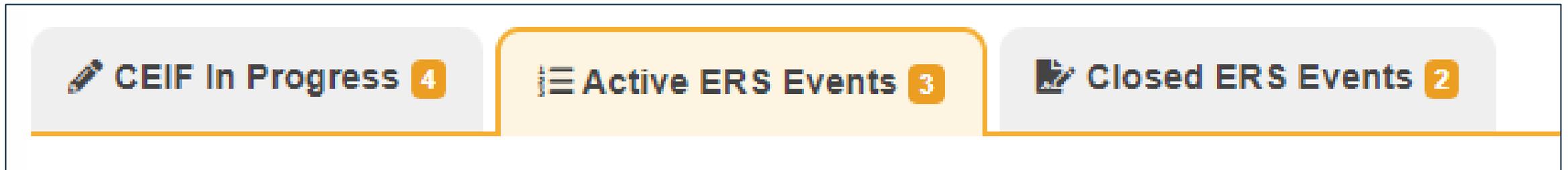
9. Review and submit



A screenshot of a form interface showing two buttons. The first button is light gray with rounded corners and contains the text "Edit Form". The second button is dark blue with rounded corners and contains the text "Submit and send to CDA" in white. Both buttons are positioned side-by-side within a thin black rectangular border.

Print Multiple CEIFs (CDA 4000)

1. Click on **Active ERS Events**



Print Multiple CEIFs (CDA 4000)

2. Click on **Print Multiple CEIFs**

CEIF In Progress 4
 Active ERS Events 3
 Closed ERS Events 2

Print Multiple CEIFs
 Upload Attendance Days

Show entries

	Event Id	Participant First Name	Participant Last Name	CIN	MCP/FFS
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Print Multiple CEIFs (CDA 4000)

3. Choose from list of active events or choose **Select All**

Print Multiple CEIFs

Choose Active Events Select All

Print Multiple CEIFs (CDA 4000)

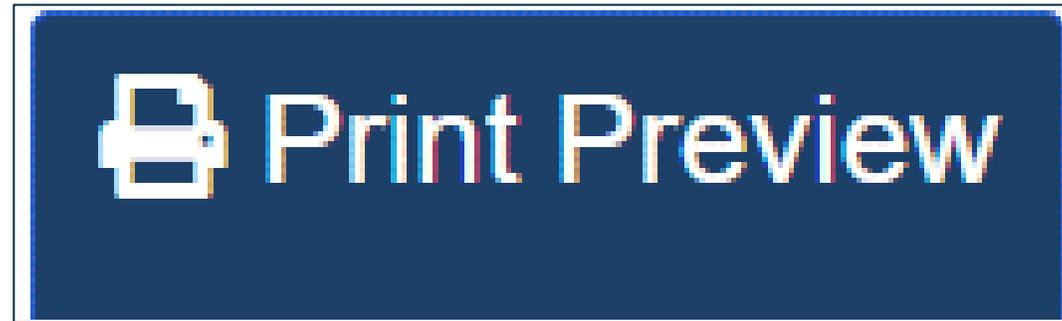
4. Select **Print Multiple Forms**

Print Multiple CEIFs

Choose Active Events Select All

Print Multiple CEIFs (CDA 4000)

5. This may take a few moments. Once document has been created, select **Print Preview**.



Print Multiple CEIFs (CDA 4000)

6. Choose Destination: **Save as PDF** or select a printer

Print 6 pages

Destination Save as PDF ▼

Pages All ▼

Pages per sheet 1 ▼

Margins Default ▼

Options

- Headers and footers
- Background graphics

Best Practices for Public Emergency

- Use the CEIF (CDA 4000) whenever ERS is initiated
- Nurse or Social Worker should assess the participants needs
- Use the Bulk CEIF to add multiple participants during a large-spread public emergency
- Print the CEIFs and send to the Managed Care Plan(s) (MCP) to inform the plans of ERS initiation
- Communicate often and frequently with the MCP throughout the ERS process
 - ERS services beyond three months must be approved by the MCP
 - ERS that cross over TAR/Auth periods must have the CEIF attached to the renewal TAR/Auth



Questions





CBAS Bureau Contact Information

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