

February 6, 2023

<Provider Name>  
<Provider Address 1>  
<Provider Address 2>  
<City> <State> zipcode5-zipcode4

Dear Provider:

RE: COVID-19 Response: Application Period for COVID Relief (CR) Facilities to Treat COVID-19 Residents Requiring Nursing Facility (NF) Care in Limited Circumstances

The purpose of this letter is to provide guidance and clarification to eligible Skilled Nursing Facilities (SNFs) on the Fiscal Year 2023 (FY23) annual NF application window and determination process for CR Facility designation as described in bulletin [MSA 21-40](#).

The Michigan Department of Health and Human Services (MDHHS) is issuing a stay on the FY23 application cycle for COVID Relief Facility designation. This letter effectively extends the period for SNFs with a previous CR Facility Tier 1 or Tier 2 designation, that remain in good standing, to care for COVID-positive residents in place. Facilities will retain their FY22 status until the FY23 period concludes on September 30, 2023.

Facilities that did not apply in FY22 should apply for CR Facility Tier 1 status with the MDHHS Infection Prevention Resource and Assessment Team (IPRAT) Unit. Facilities that have previously decommissioned should reapply for Tier 1 status.

The functional criteria outlined in this letter does not remove, replace, or otherwise diminish infection control standards outlined in bulletin [MSA 21-40](#). NFs should continue to ensure staff working throughout the facility and specifically with COVID-positive residents are trained and can demonstrate understanding of appropriate infection control practices. The MDHHS IPRAT Unit is available to support facilities with infection prevention guidance and best practices and may be contacted at [MDHHS-IPRAT@michigan.gov](mailto:MDHHS-IPRAT@michigan.gov).

### Capacity Change Notice

The Capacity Change Notice allows MDHHS-designated CR facilities the flexibility to adapt to the changing conditions within their community to meet the needs specific to their facility as conditions change over time. Capacity changes support the opportunity for facilities to adapt the size, layout, location, and conditions of the designated areas to care for COVID-positive residents.

Effective March 1, 2023, facilities no longer need to submit capacity change requests to notify MDHHS of changes in COVID-19 bed counts. Facilities must only submit capacity change requests if seeking formal guidance and/or technical assistance from the IPRAT Unit in adapting to community conditions and/or managing COVID-19 within their facility.

### **Record Keeping**

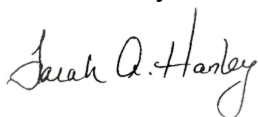
Facilities must adequately track the use of units and beds for COVID-19 care. Facilities will have access to MDHHS-issued documents (such as determination letters) for up to six months in their Community Health Automated Medicaid Processing System (CHAMPS) Archived Documents and will need to download the appropriate documentation within that timeframe for proper record keeping. In addition to MDHHS-issued documents, it is imperative that facilities maintain detailed records for example, the exact dates a bed was utilized for the purposes of COVID-19 care as this detail may be required in future audit cycles.

### **Care and Recovery Center (CRC)**

Facilities that have a current Care and Recovery Center (CRC) status are not required to submit a COVID-Relief Facility application.

An electronic version of this document is available at [www.michigan.gov/medicaidproviders](http://www.michigan.gov/medicaidproviders) >> Policy, Letters & Forms.

Sincerely,



Farah Hanley  
Chief Deputy Director for Health