**Private Duty Nursing Meeting 01/24/2023**

**ALTSA Private Duty Nursing Website:** <https://www.dshs.wa.gov/altsa/private-duty-nursing>

**Contact Emails**

**Private Duty Nursing Program Email:** privatedutynursing@dshs.wa.gov

**Private Duty Nursing Program Manager: Kaila O’Dell** – Kaila.ODell@dshs.wa.gov

**DDA Nursing Services Unit Manager: Erika Parada** – Erika.Parada@dshs.wa.gov

**Topics and Notes**

* **PDN Care Plan**: There has been a new care plan template created us use. It is not mandatory but is available for those who would like to use it. You can find the found [here](http://forms.dshs.wa.lcl/formDetails.aspx?ID=79897).
* **Meeting Schedule**: PDN Contractor Meetings will take place quarterly. Schedule will be provided soon.
* **PDN Skilled Nursing Task Log**: The Skilled Nursing Task Log is being updated. We will be presenting a draft soon.

**Questions & Answers**

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| **Question** | **Answer** |
| Will the new care plan be downloadable? | Yes. You can find the PDN Care Plan [here](http://forms.dshs.wa.lcl/formDetails.aspx?ID=79897). It will also be located on the PDN website soon. |
| How do you obtain PDN services for your AFH? | If you wish to add PDN services to an existing DSHS Adult Family Home contract, please contact us for an application at privatedutynursing@dshs.wa.gov. |
| Did the per diem rate change in January?  | There is no, “per diem rate,” for PDN. If you are speaking of hourly rate then yes, this was updated and you can always find the, “Rates,” page on the PDN website: [Private Duty Nursing | DSHS (wa.gov)](https://www.dshs.wa.gov/altsa/private-duty-nursing)  |
| How long do I need to keep documentation? | Please always follow current requirements for Health Care Record Requirements [WAC 182-502-0020:](https://app.leg.wa.gov/WAC/default.aspx?cite=182-502-0020) as well as nursing best practices. You can also refer to Washington State Department of Health.  |

**Helpful Links**

**Private Duty Nursing Washington Administrative Codes, 388-106-1000 to 1055:** <https://apps.leg.wa.gov/WAC/default.aspx?cite=388-106-1025>

**Billing Guide**: <https://www.hca.wa.gov/assets/billers-and-providers/providerone-billing-and-resource-guide.pdf>

**DDA Nursing Services Website:** <https://www.dshs.wa.gov/dda/nursing-services>

**HCS GovDelivery:** <https://public.govdelivery.com/accounts/WADSHSALTSA/subscriber/new?preferences=true#tab1>

**DDA GovDelivery**: <https://public.govdelivery.com/accounts/WADSHSDDA/subscribers/new>