

# OASIS Assessment Deletion Request

Please Type or Print Legibly

**NOTE:** This request will be processed **only** if the Reason for Deletion is "Patient should be Private Pay" or "Patient does not meet Medicare eligibility requirements". If an assessment was submitted for the wrong person, use the **DMS Split function** to move the assessment to the correct person. Errors on an assessment should be corrected using **Correction Policy** procedures. Resubmit the corrected assessment to the ASAP system.

Deletions can **only** be processed for assessments with an **Effective Date** on or after **01/01/2012**.

Complete **ALL** fields below.

## Agency Information

1. Agency Name:  
(complete name)

2. HHA\_AGENCY\_ID:

## Requestor (Administrator/Owner) Information

3. Name (full name):

4. Title:

5. E-mail Address:

6. Phone Number:

## Patient/Assessment Information

7. M0020 Patient ID:

8. Res\_Int\_ID:\*

9. M0040 Patient Last Name:

10. M0064 SSN:

11. M0040 Patient First Name:

12. M0100 Reason for Assessment (RFA):

13. Eff Date:\*\*

14. Asmt\_ID:\*

## Submission Information

15. Submission Date:\*

16. Submission ID:\*

## Reason for Deletion

17. Reason for Deletion:  
(see NOTE above)

\*Found on Final Validation Report

\*\*Eff[ective] Date is:

**M0030 Start of Care Date** for RFA types 01

**M0032 Resumption of Care Date** for RFA type 03

**M0090 Date Assessment Completed** for RFA types 04 and 05

**M0906 Discharge/Transfer/Death Date** for RFA types 06, 07, 08, and 09

\_\_\_\_\_  
**Signature** - Administrator or Owner (Please circle one)

\_\_\_\_\_  
Date

Submit **completed** and **signed** form to your State Agency via **Certified Mail** through the US Postal Service. Your State Agency will approve, sign, and forward your request to the QTSO Help Desk.

\_\_\_\_\_  
**Signature** - State Agency Authorizer

\_\_\_\_\_  
Date

The request must be sent **Certified Mail** through the US Postal Service.

**All requests require State Agency authorization.**

**Forms forwarded to the QTSO Help Desk without a State Agency signature will be rejected.**

QTSO Help Desk - Internal Use:
