

jRAVEN/RAVEN RUG Setup Instructions

How to use these instructions

The following instructions explain how to set up the jRAVEN and RAVEN RUG configuration for Texas users. Follow the steps in the exact order as they are listed.

“Click” means to press the left mouse button while the cursor hovers over the desired location.

“Select” means to click on a dropdown menu to open it and then click on the desired option.

jRAVEN RUG Setup Instructions (MDS 3.0)

jRAVEN (Java-based Resident Assessment Validation and Entry) is a free application that facilities may use to collect and maintain facility, resident and Minimum Data Set (MDS) 3.0 assessment information for submission to the national data repository.

You can download jRAVEN from <https://www.qtso.com/ravendownload.html> (the QTSO *jRAVEN / RAVEN Download* page). Downloading jRAVEN may take several minutes due to its size. Follow the jRAVEN Quick Start guide carefully to correctly install and start jRAVEN. There must be at least one facility set up in jRAVEN and at least one System Administrator set up for that facility. A System Administrator must log into jRAVEN to set up the Grouper Configuration for that facility.

If a facility’s MDS validation reports frequently contain “warning -3616,” review the instructions below and update the jRAVEN RUG configuration settings to prevent future occurrences of this warning.

Update the Medicare Settings

1. In jRAVEN, click the **Grouper** menu bar item, click the **Configuration for MDS 3.0** option and wait for the Grouper Configuration screen to appear.
2. In the bottom half of the window, where you see columns such as Model and Calc Method, click on the row with End Date 12-31-2020 (there should only be one row if jRAVEN has recently been installed).
3. In the top half of the window, select **E03** (rural) or **E04** (urban) from under Case Mix Index Set.
4. Change the Start Date to **10/01/2011**.
5. Click on the **Update RUG Options** button to save. The Fiscal Year 2012 RUG configuration has been completed. Skip steps 6-8 if the facility opened on or after 10/01/2011. If the facility maintains MDS records in jRAVEN from before 10/01/2011 then continue.
6. In the top half of the window, select **E01** (rural) or **E02** (urban) from under Case Mix Index Set.
7. Change the Start Date to **10/01/2010** and change the End Date to **9/30/2011**.
8. Click on the **Add** button to create a new Grouper configuration for Fiscal Year 2011.

Create the Texas Medicaid CMI Set

1. If the Grouper Configuration screen is not currently visible, click the **Grouper** menu bar item, click the **Configuration for MDS 3.0** option and wait for the Grouper Configuration screen to appear.
2. In the top half of the window, select **State/Medicaid RUG Options** under Grouper Configuration (instead of Medicare RUG Options).
3. Set the CMI values:

Method 1

- a. Download the *TexasCMIValues.zip* file from the DADS MDS website.
- b. In jRAVEN, click on the **Edit CMI Sets** button at the bottom right of the window. The Edit CMI Values window should appear.
- c. Click on the **Import Set** button.
- d. Click on the **Browse** button and **Open** the *TexasCMIValues.zip* file that is saved on your computer.
- e. Click on the **Import** button, click on the **OK** button when the file is imported, and then click on the **Cancel** button.
- f. Skip Method 2 and continue to the next section.

Method 2

- a. In jRAVEN, click on the **Edit CMI Sets** button at the bottom right of the window. The Edit CMI Values window should appear.
- b. Select **III** under RUG Version.
- c. Select **34 Group** under RUG Model.
- d. Click on the **New Set** button down below.
- e. Select **34 Group – D01** next to “From set”.
- f. Type **Texas CMI set** next to “Name of set”.
- g. Click the **Save** button down below, then click the **OK** button on the resulting pop-up.
- h. In the Edit CMI Values window, select **Custom** under Group. The CMI set dropdown list on the right side should say “D01 – (Custom) Texas CMI set” (or whatever name you gave the new CMI set).
- i. Use the scroll bar on the right side of the Edit CMI Values window to access the Group and CMI Index table.
- j. Update the CMI Index for each Group to match the TX Medicaid RUG CMI Value listed in the document *Texas Medicaid CMI Set* located on the DADS MDS website.
- k. Click on the **Save Set** button down below to save your changes at any point. When presented with the save option pop-up box, click the **Yes** button to save and then the **OK** button to continue.
- l. After saving the set for the final time, click the **X** button on the top right corner of the Edit CMI Values window to close the window.

Create the RUG Grouper for Z0200 (Medicaid RUG III)

1. If the Grouper Configuration screen is not currently visible, click the **Grouper** menu bar item, click the **Configuration for MDS 3.0** option and wait for the Grouper Configuration screen to appear.
2. In the top half of the window, select **State/Medicaid RUG Options** under Grouper Configuration (instead of Medicare RUG Options).
3. Select **Z0200** on the right side of the Grouper Configuration.
4. Select **III** under RUG Version.
5. Select **34 Group** under RUG Model.
6. Select **Index Maximizing** under Calculation Method.
7. Select **D01 – (Custom) Texas CMI set** under Case Mix Index Set.
8. Change the Begin Date to **10/01/2010**.
9. Click the **Add** button down below.

Create the RUG Grouper for Z0250 (Medicaid RUG IV)

1. If the Grouper Configuration screen is not currently visible, click the **Grouper** menu bar item, click the **Configuration for MDS 3.0** option and wait for the Grouper Configuration screen to appear.
2. In the top half of the window, select **State/Medicaid RUG Options** under Grouper Configuration (instead of Medicare RUG Options).
3. Select **Z0250** on the right side of the Grouper Configuration.
4. Select **IV** under RUG Version.
5. Select **48 Group** under RUG Model.
6. Select **Index Maximizing** under Calculation Method.
7. Select **F01 – Research 48 Group STRIVE** under Case Mix Index Set.
8. Select **Other** under Rehab Type.
9. Change the Begin Date to **10/01/2010**.
10. Click the **Add** button down below.
11. Finish the process by clicking on the **X** located on the right side of the **Grouper MDS 3.0** tab.

Date Range Issue

After setting up the RUG Configuration following these instructions, if you receive an error related to the RUG date range when saving and validating MDS records, contact the QIES Help Desk at 1-800-339-9313 and ask for Sean, who will provide a fix for the issue.

Update Medicaid RUG Options

These steps may be followed to fix an incorrect RUG Grouper or to update the RUG Grouper when settings are changed.

1. If the Grouper Configuration screen is not currently visible, click the **Grouper** menu bar

item, click the **Configuration for MDS 3.0** option and wait for the Grouper Configuration screen to appear.

2. In the top half of the window, select **State/Medicaid RUG Options** or **Medicare RUG Options** under Grouper Configuration (as appropriate).
3. In the area at the bottom half of the Grouper Configuration screen that lists the groupers that have been configured, click on the grouper that requires updating. The settings in the top half of the Grouper Configuration screen should change to the current configuration.
4. Review ALL configuration settings, not just the ones that needed to be fixed or changed, and change the configuration settings to match Medicare and Medicaid requirements.
5. Once ALL configuration settings are correctly set, click on the **Update RUG Options** button down below.

Adding the Texas Case Mix Index Set to RAVEN (MDS 2.0)

The following RAVEN (MDS 2.0) instructions are provided for historic purposes. The DADS MDS staff highly recommends that facilities import their MDS 2.0 records into jRAVEN for easier referencing and corrections.

The Texas CMI sets may be created in the Resident Assessment Validation and Entry (RAVEN) software by using the following process. In order to enter the Texas CMI set, the provider must have entered the Medicaid RUG Grouper in their software and activated Section T.

1. Click on the Administration Menu on the main RAVEN screen, and then click Grouper Configuration.
2. Ensure the State RUG Options (bottom half of screen) include the following items:
 - a. RUG Model – 34 Group
 - b. Calculation Method – Index Maximizing
 - c. Case Mix Index Set – D01 Research 34 group or Texas Case Mix Index
 - d. Begin Date – 01/01/1998 (this date is required)
 - e. End Date – 12/31/9999 (this date is required)
3. Click on the Edit CMI Sets button and highlight “Research 34 group – Nurs. Only.” At this point you must create a new CMI set in order to add the Texas CMI values.
4. Click Add and enter Texas Medicaid 34 Group in the box provided and Click OK.
5. Next you will be asked if you want to “Create the new CMI Index, ‘Texas Medicaid 34 Group’ by copying values from ‘Research 34 group—Nurs. Only’?” Click Yes.
6. Highlight Texas Medicaid 34 Group and click on Edit CMI Values. Each CMI Code has a corresponding CMI Value that must be updated with the Texas values. Enter the CMI Value for each CMI Code as shown in the table on the previous page.
7. Click Save.
8. Click Exit.
9. Highlight the D01 Research 34 group or Texas Case Mix Index Set and Click Delete.
10. Select Texas Medicaid 34 Group in the Case Mix Index Set drop-down list.
11. Ensure the State RUG Options are set as follows:
 - a. RUG Model - 34 Group
 - b. Calculation Method - Index Maximizing
 - c. Case Mix Index Set - Texas Medicaid 34 Group
 - d. Begin Date - 01/01/1998 (this date required)
 - e. End Date - 12/31/9999 (this date required)
12. Click "Add" then click "Update State RUG Options". Next click "Validate and Save." You will be asked if you want to "Save changes to the grouper options currently displayed?" Click Yes. Message should display "The RUG settings were updated successfully." Click OK.
13. Click Close.

For assistance with the RAVEN setup described above, please contact the Quality Improvement and Evaluation System (QIES)/RAVEN Help Desk by phone at 1-800-339-9313. Providers that use another software product should contact their software vendor for assistance. ***It is the provider’s responsibility to make these software changes.***