



Kentucky Level of Care System (KLOCS) Newsletter

KLOCS Modernization Launch

We hope this email finds you well! Beginning the evening of **Friday, September 26, 2025**, a series of updates are set to be implemented in the Kentucky Level of Care System (KLOCS) as part of the ongoing KLOCS modernization effort. These updates are expected to be fully available in KLOCS by **Monday, September 29th**! Please reference below for important updates regarding the KLOCS Modernization Effort!

KLOCS Modernization Pre-Launch Tasks

As part of the KLOCS Modernization effort, Users should be aware of certain activities they are responsible for prior to the modernization launch. Please reference below for an overview of pre-launch activities broken down by KLOCS user type:

Provider Pre-Launch Activities (NF, ICF/IID, and Hospice)

- Applications Under Review: Providers should try to have all applications currently under review completed by September 26th.
- Saved and New Applications: Providers should submit all saved and new applications by September 23rd.
- Lack of Information: Providers should complete all LOI tasks by September 23rd.

CMHC Pre-Launch Activities

- Applications Under Review: CMHCs should try to have all applications currently under review completed by September 26th.

PRO Pre-Launch Activities

- Applications Under Review: PROs should try to have all applications currently under review completed by September 26th.
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- Field Review Tasks: PROs should complete all open field reviews by September 26th.
- Reassessments: PROs should complete all open reassessments by September 26th.

What Happens if these Activities are Not Completed Prior to Launch?

- Outstanding Review Tasks: Any outstanding review tasks are sent to the Provider as an LOI. The Provider should provide the new application details added as part of Modernization launch.
- Lack of Information: All open LOI tasks not completed before modernization launch convert to the new application format, with existing fields carried over and new fields completed. If a review remains incomplete before Launch, the Provider automatically receives an updated LOI task with the new fields.
- Saved and New Applications: The new application details are transferred over in all saved and new applications after Launch.
- Field Review Tasks: Any incomplete field reviews prior to Launch are decommissioned, and the Individuals' will receive a Continued Stay Review task 60 days later.
- Reassessments: All open reassessments prior to Launch adjust to reflect new modernization timelines. For more information regarding reassessment timelines, please reference the supplemental training materials specific to your user role.

KLOCS Training Materials and Adobe Learning Manager

As part of the KLOCS modernization effort, training materials are currently being developed and should soon be made available for your reference. The KLOCS training materials are designed to cover Provider-specific system navigation and ongoing management in KLOCS. KLOCS Training Materials will be housed in the Adobe Learning Manager (ALM). If you haven't already, register for the ALM by selecting the link below:

[Provider ALM Registration Link \(NF, ICF/IID, Hospice\)](#)

[PRO and CMHC ALM Registration Link](#)

Support Post Launch

Following the Modernization Launch on September 29th, DMS will be hosting a KLOCS Office Hours series. The series is set to begin the week of September 29th and consist of one (1) hour sessions for KLOCS Users to ask questions regarding the changes made to KLOCS. These sessions are broken out by KLOCS User Group and are designed to address questions or challenges you may encounter as you familiarize yourself with the new KLOCS updates, providing a smooth transition and an optimal user experience. Please be on the lookout for more communications regarding KLOCS Office Hours and how to sign-ups are to be distributed in the coming weeks.

Provider Admission Dates

After implementation of the KLOCS Modernization effort, providers are required to complete the Level of Care application process before admitting an Individual to their facility. A level of Care Start Date is not established until the Individual is determined to meet Level of Care in KLOCS. Please reference the table below for a breakdown of admission guidelines based on Provider type:

Provider Type	Admission Guidelines
Nursing Facilities	<ul style="list-style-type: none">• <u>Non-Swing Bed Nursing Facility:</u> The Individual's Level of Care application must be marked as "Met" and all necessary Pre-Admission Screening and Resident Review (PASRR) evaluations must be completed prior to admission.• <u>Swing Bed Facility:</u> The Individual's Level of Care application must be marked as "Met" prior to admission.• <u>Provisional Admissions:</u> Allow Individuals to be admitted to a nursing facility with a Level of Care determination marked as 'Met' and without a completed Pre-Admission Screening and Resident Review (PASRR) Level II evaluation for up to 14 or 30 days, depending on their reason for the exemption. If the Individual needs more than the provisional period, a PASRR Level II evaluation is required. <p>Please Note: The Provisional Admission process is being updated as part of the KLOCS Modernization effort. The process will require approval before admission by a Community Mental Health Center (CMHC) Reviewer.</p>
Intermediate Care Facilities	<ul style="list-style-type: none">• The Individual's Level of Care application must be marked as "Met" prior to admission.
Institutionalized Hospice Providers	<ul style="list-style-type: none">• <u>Institutionalized Hospice Services Provided by a Nursing Facility:</u> Individuals requesting Institutionalized Hospice services through a Nursing Facility must have their Level of Care application marked as "Met" and all

necessary PASRR evaluations completed prior to admission.

- **Institutionalized Hospice Services Provided by an Intermediate Care Facility:** Individuals requesting Institutionalized Hospice services through an Intermediate Care Facility must have their Level of Care application marked as “Met” prior to admission.

Questions?

If you have any questions, please reach out to the KLOCS Administrative Inbox (KLOCsOrgAdmin@ky.gov).