



**State of Louisiana**  
Louisiana Department of Health  
Office of Aging and Adult Services

**MEMORANDUM**

**OAAS-SC-24-013**

**TO:** Office of Aging and Adult Services (OAAS) Support Coordination Agencies (SCAs)

**FROM:** Theresa Forrester *Theresa Forrester*  
Program Operations Interim Director

**DATE:** August 16, 2024

**SUBJECT:** Triggered CAPS Report

Effective 8/16/24 the interRAI (iHC) Assessment Triggered CAPS Report will be live in the OAAS Participant Tracking System (OPTS) production site.

iHC Clinical Assessment Protocols (CAPS) alert the assessor to a participant's potential needs, providing a structured, problem-oriented approach to care planning. Support Coordinators (SCs) must address all "triggered" CAPS within a participant's CAPS summary of the Plan of Care (POC).

OPTS will now generate an individualized "Triggered CAPS Report" for each participant within the iHC assessment once it is submitted. This report will assist assessors with determining what caused each CAP to trigger, including the specific coded iHC items along with other iHC outcomes (i.e. scales) that are considered for each triggered CAP. In lieu of assessors reading the "Trigger" section of the CAPS manual to determine the cause of each triggered CAP, assessors will use the "Triggered CAPS Report" to ensure the CAPS are addressed appropriately in the participant's POC CAPS Summary. The 'Writing the CAPs Summary' training video in Relias provides details on utilizing the Triggered CAPS Report (<https://player.vimeo.com/video/999507355>).

The attached Triggered CAPS Report handout which includes ALL CAPS and possible triggers will replace the previous document issued on April 12, 2024. Assessors may continue to use this document, if needed, along with their participant's individualized Triggered CAPS Report in OPTS.

If you have any questions regarding this memorandum, please email the OAAS Training staff at [OAASMDS-HC&CPTRAINING@LA.GOV](mailto:OAASMDS-HC&CPTRAINING@LA.GOV).

Personal Assistance Services (PAS) Direct Service Worker Changes

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c: OAAS Regional Offices

OAAS Support Coordination Agencies (SCAs)

Attachments:

OAAS-TNG-24-005 Triggered CAPS Report