

# Survey Registration

## Respondent Information

**Identification #:** 123456

**Facility:** \*TEST SITE\*

**Survey:** PRTF

**Survey Year:** 2024 ▼

**Respondent First Name:**  \*

**Respondent Last Name:**  \*

**Respondent Phone:**  \*

**Respondent eMail:**  \*

**Respondent Additional eMail:**

**Administrator First Name:**  \*

**Administrator Last Name:**  \*

**Administrator Phone:**  \*

**Administrator eMail:**  \*

**Administrator Additional eMail:**

# 2024 Instructions for Survey

## Psychiatric Residential Treatment Facility

This survey is for the reporting period: January 1, 2024 through December 31, 2024.

PLEASE READ THIS PAGE CAREFULLY BEFORE BEGINNING

The Kentucky Cabinet for Health and Family Services is responsible for the development of the Kentucky Annual Psychiatric Residential Treatment Facility (PRTF) Services Report. This survey is for the period January 1, 2024 through December 31, 2024.

The data requested in this document represent requirements approved by the Cabinet for Health Services pursuant to 900 KAR 6:125. Surveys are due March 15, 2025. Completion of this document is required in accordance with your Kentucky License. Failure to submit data timely and correctly may result in the Office of the Inspector General Division of Health Care being contacted regarding a licensure deficiency. The PRTF survey must be completed and submitted via the web site: <https://prdweb.chfs.ky.gov/OHPSurvey/>.

Any changes in the services provided from the last survey period should be footnoted. When a discrepancy in services is noticed between surveys, the cause must be determined. There will be space provided on the web site to explain any changes in service. Any survey found to have errors or omissions will not be considered complete and will not be considered submitted by the deadline.

Psychiatric residential treatment facility (PRTF) has two levels of treatment. Level I community-based, and home-like facility with a maximum of nine (9) beds which provides inpatient psychiatric residential treatment to residents age six (6) to twenty-one (21) years who have an emotional disability or severe emotional disability as defined in KRS 200.503. Level II home-like facility that provides twenty-four (24) hour inpatient psychiatric residential treatment and rehabilitation to persons who:

1. Are ages four (4) to twenty-one (21) years, with an age range of no greater than five (5) years at the time of admission to the facility;

2. Have a severe emotional disability as defined by KRS 200.503 in addition to severe and persistent aggressive behaviors, intellectual disability, sexually acting out behaviors, or development disability; and

do not meet the medical necessity criteria for an acute care hospital or a psychiatric hospital and whose treatment needs cannot be met in an ambulatory care setting, Level I psychiatric residential treatment facility, or other less restrictive environment.

If there are any questions concerning the preparation of this survey, please contact the survey administrator at (502) 564-5798 or email [consurvey@ky.gov](mailto:consurvey@ky.gov). The published KY Annual Survey Reports may be viewed at: <https://chfs.ky.gov/agencies/os/oig/dcn/Pages/annualreports.aspx>.

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## Survey Administrator Information

Michele Bushong  
Cabinet for Health and Family Services  
(502) 564-5798  
[consurvey@ky.gov](mailto:consurvey@ky.gov)

# 2024 Psychiatric Residential Treatment Facility Survey

## PSYCHIATRIC RESIDENTIAL TREATMENT FACILITY UTILIZATION

**INSTRUCTIONS: Complete all items. If there are no data for an item, please use zero.**

- Admission – Patients admitted from January 1 through December 31, including readmits.
- Inpatient Days – Number of days of care for all patients serviced during the reporting period.
- Discharges – Patients discharged from January 1 through December 31. Patients on leave where there is a bed hold, should not be counted as a readmission or discharge during reporting period.
- Discharge Days – Sum of the Length of Stay (LOS) of those discharged.
- Level I and II Age Groups – A patient should be placed in the age group in which they belong as of Dec 31, or when they were discharged. Data is by age of patient not program patient is being treated in. All of the patient days go with the child when they change age groups.

### Psychiatric Residential Treatment Facility Utilization

Service Type	Beds in Operation	Admissions	Number of Inpatient Days	Number of Discharges	Number of Discharge Days
A. Level I					
1. Ages(6-11 years)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
2. Ages(12-16 years)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
3. Ages(17-21 years)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
A. Level I Total	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
B. Level II					
1. Ages(4-5 years)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
2. Ages(6-11 years)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
3. Ages(12-16 years)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
4. Ages(17-21 years)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
B. Level II Total	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

What specialty programs does this facility provide and what age groups does it cover? Please list all in the text box below.

of 500

**Save**

**Continue**

# 2024 Psychiatric Residential Treatment Facility Survey

## PSYCHIATRIC RESIDENTIAL TREATMENT FACILITY UTILIZATION

**INSTRUCTIONS: Complete all items. If there are no data for an item, please use zero.**

- Level I and II Age Groups – A patient should be placed in the age group in which they belong as of Dec 31. Data is by age of patient not program patient is being treated in.
- Discharge – Is the discharge status of the patient at the time of discharge. Patients on leave where there is a bed hold should not be counted as a readmission or discharge.
- Discharge to Level I or II – If patient is transferred within the same facility to another level of care or to another facility.
- Discharge \*SCL - Support for Community Living Home.
- Discharges should match previous page line by line.

Psychiatric Residential Treatment Facility Utilization

Service Type	Discharged Home or Foster Care	Discharged Juvenile Treatment Center	Discharged *SCL Home	Discharged Residential or Group Home	Discharged Psychiatric Hospital	Discharged Acute Care Hospital	Discharged Other	Discharged to Level I	Discharged to Level II
A. Level I									0
1. Ages(6-11 years)	0	0	0	0	0	0	0	0	0
2. Ages(12-16 years)	0	0	0	0	0	0	0	0	0
3. Ages(17-21 years)	0	0	0	0	0	0	0	0	0
A. Level I Total	0	0	0	0	0	0	0	0	0
B. Level II									0
1. Ages(4-5 years)	0	0	0	0	0	0	0	0	0
2. Ages(6-11 years)	0	0	0	0	0	0	0	0	0
3. Ages(12-16 years)	0	0	0	0	0	0	0	0	0
4. Ages(17-21 years)	0	0	0	0	0	0	0	0	0
B. Level II Total	0	0	0	0	0	0	0	0	0

If patient discharged other than the above, then give the number and explain below.

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Continue

# 2024 Psychiatric Residential Treatment Facility Survey

## PSYCHIATRIC RESIDENTIAL TREATMENT FACILITY UTILIZATION

**INSTRUCTIONS: Complete all items. If there are no data for an item, please use zero.**

- Level I and II Age Groups – A patient should be placed in the age group in which they belong as of Dec 31. Data is by age of patient not program patient is being treated in.
- Readmit – A patient that was discharged from a PRTF level 1 or 2 and then readmitted to the facility or another PRTF. Data should be collected at the time of intake. Readmit data would not include initial admission to a PRTF. Do not include patients coming back from a bed hold.

Psychiatric Residential Treatment Facility Utilization

Service Type	Readmit to Level I 0-3 Months	Readmit to Level I 4-6 Months	Readmit to Level I 7-9 Months	Readmit to Level I 10-12 Months	Readmit to Level II 0-3 Months	Readmit to Level II 4-6 Months	Readmit to Level II 7-9 Months	Readmit to Level II 10-12 Months
A. Level I								
1. Ages(6-11 years)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
2. Ages(12-16 years)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
3. Ages(17-21 years)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
A. Level I Total	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
B. Level II								
1. Ages(4-5 years)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
2. Ages(6-11 years)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
3. Ages(12-16 years)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
4. Ages(17-21 years)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
B. Level II Total	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

Save

Continue

# 2024 Psychiatric Residential Treatment Facility Survey

## Instructions Census Data

**Identification #:** 123456  
**Facility:** \*TEST SITE\*

## CENSUS AND LICENSURE DATA FOR PRTF

Census as of Midnight,		Level I	Level II
December 31, 2023		<input type="text" value="0"/>	<input type="text" value="0"/>
December 31, 2024		<input type="text" value="0"/>	<input type="text" value="0"/>

## Beds Licensure Category

Licensure Category	Number of Licensed Beds Jan 1, 2025 (Reported to us from Licensing & Regulation)	Number of Licensed Beds Jan 1, 2024	Number of Licensed Beds Dec 31, 2024
<b>i. Level I</b>	0	<input type="text" value="0"/>	<input type="text" value="0"/>
<b>ii. Level II</b>	0	<input type="text" value="0"/>	<input type="text" value="0"/>

If number of licensed beds changed between the first day of the reporting period and the last day of the reporting period, please give date and type of change by category.

**Comment**

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**Save**

**Continue**

# 2024 Psychiatric Residential Treatment Facility Survey

## Patient Origin for PRTF Data

### INSTRUCTIONS:

- o Please provide the number, county of origin (county in which the patient resided before entering your facility) and age group for all Level I and Level II patients in your facility **at the midnight census on December 31, 2024.**
- o Enter your first county, then add up the number of patients, from your ending census, who came from that county and enter the total patients for each age group. Repeat this for all other counties from which your facility's patients originated. If a patient comes from another state, then indicate a state rather than a county.

### Patient Origin

County / State	Ages (4-5 years)	Ages (6-11 years)	Ages (12-16 years)	Ages (17-21 years)	Total Males	Total Females	County Total	
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## Patient Origin Data

County / State	<input type="text" value=""/>	▼ *
Ages(4-5 years)	<input type="text" value="0"/>	
Ages (6-11 years)	<input type="text" value="0"/>	
Ages (12-16 years)	<input type="text" value="0"/>	
Ages (17-21 years)	<input type="text" value="0"/>	
Total Males	<input type="text" value="0"/>	
Total Females	<input type="text" value="0"/>	
Comment	<input type="text"/>	

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# Psychiatric Residential Treatment Facility Survey for 2024

## Survey Data Verification

Thank you for completing the survey.

On behalf of the administration of \*TEST SITE\*, I certify that the information contained in this report is complete and accurate. After reviewing the information contained in this report, I hereby submit it as an official record of the facility's activity in compliance with 900 KAR 6:125.

**\*Only verify once the survey is completed.\***

Once data is complete, verification notices will be emailed to the state and to your facility's respondent and administrator. If the respondent or administrator does not receive this confirmation it is likely that their email address was not included or had a typo in the registration section of this survey. In this case, please contact Division of CON at consurvey@ky.gov or (502) 564-5798 so this can be corrected.

**Respondent Name:** test test

**Administrator Name:** test test

**Original Completion Date:**

By clicking this button you are indicating that this survey is complete. You will not be able to change any of the data.

[Verify and Submit to State](#)

[Print](#)

## Incomplete Survey(s)

### Facility's Survey(s)

Year	Survey	Equipment	Printable Survey
2024	<a href="#">Ambulatory Surgery II</a>		<a href="#">Print Ambulatory Surgery II</a>
2024	<a href="#">Chemical Dependency</a>		<a href="#">Print Chemical Dependency</a>
2024	<a href="#">Home Health II</a>		<a href="#">Print Home Health II</a>
2024	<a href="#">Hospice</a>		<a href="#">Print Hospice</a>
2024	<a href="#">Hospital</a>		<a href="#">Print Hospital</a>
2024	<a href="#">Long Term Care</a>		<a href="#">Print Long Term Care</a>
2024	<a href="#">Magnetic Resonance Imaging</a>	<a href="#">Equip for MRI</a>	<a href="#">Print Magnetic Resonance Imaging</a>
2024	<a href="#">Megavoltage Radiation (Linear Accelerator)</a>		<a href="#">Print Megavoltage Radiation (Linear Accelerator)</a>
2024	<a href="#">Positron Emission Tomography</a>		<a href="#">Print Positron Emission Tomography</a>
2024	<a href="#">Private Duty Nursing</a>		<a href="#">Print Private Duty Nursing</a>
2024	<a href="#">Psychiatric Residential Treatment Facility</a>		<a href="#">Print Psychiatric Residential Treatment Facility</a>