

Instructions for CMS Policy & Memos to States and CMS Locations

<u>Policy and Memos to State and Regions</u> - Location of all QSO memos. Includes various topics on long-term care guidance.

To locate the desired information/memo:

- 1) Click on the link to go to CMS QSO Memos.
- 2) To search for a specific memo:
 - Enter either the memo number, or the title of the memo, in the "Filter On" box at the top of the page then click "Apply".
- 3) If preferred, sort by posting date. Locate "Posting Date" in the 3rd Column.
- 4) Click the arrow located next to "Posting Date" to sort by date; Click the arrow *twice* to sort for the most recent memo.