

**Frequently Asked Questions
HCBS-SLS Waiver
Service Plan Authorization Limits
March 1, 2010**

The following questions have been submitted to DDD in response to 2/19/10 DAL-#DD2010-1 regarding the Service Plan Authorization Limit amendments. The following answers are provided.

Question #1: The DAL states that the change in the SPAL is not effective until March 15th. Why initiate a change mid-month?

Answer: DDD is committed to providing 30 day advance notice for system changes whenever possible. DDD also chose to allow participants to benefit from the changes in the SPALs as early as possible. While this decision may present some challenges, this implementation date was most advantageous for waiver participants.

Question #2: How do we implement the new SPAL and revise an existing Service Plan when there is utilization based on the previous SPAL amount and the inclusion of dental, vision, and transportation. Do we calculate the revised plan based on the March 15, 2010 date forward to the end of their plan? Do we remove the remaining amount of dental, vision, and transportation and increase the amount of service with the remaining amount?

Answer: The amendment to the HCBS-SLS Waiver is effective July 1, 2009. Existing Service Plans with Continued Stay Review (CSR) effective dates on or after July 1, 2009 may be re-calculated by removing dental, vision, and non-medical transportation and applying the amended SPAL amount. The re-calculation should be from the start date of the Service Plan to the date the plan is revised. After the re-calculation, additional services may be added up to the amended SPAL amount when there is an identified need for that service(s).

The effective date of the DAL is March 15, 2010. This means that on this date, case managers must take the actions as specified in the DAL.

Question #3: Is it possible to remove the dental, vision, and transportation from an existing Service Plan without applying the new SPAL amount? Since authorization level 3 and authorization 5 have a decreased amount, can participants remove dental, vision, and transportation without also receiving the reduced SPAL?

Answer: No. The case manager must apply the amended SPAL amount when a Service Plan is revised to remove dental, vision, and non-medical transportation.

Question #4: How should the decreased transportation limit be applied to revisions in the existing Service Plans when it has included up to 10 trips per week? How do we make the limitation change retroactive to July 1, 2009?

Answer: At the time of the CSR or when a Service Plan is voluntarily revised, the limit of 4 trips per week must also apply. The total amount of transportation the participant received since the beginning of their Service Plan may be removed from the SPAL.

Question #5: What should we do for Service Plans with CSR effective dates after March 15 when we have already had the meeting?

Answer: The SPAL must be applied at the time of the CSR. This means at the time of the staffing (i.e., meeting) to develop the annual Service Plan. CSRs with staffing dates of March 15, 2010 or later must apply the amended SPAL. For CSRs with staffing dates prior to March 15, 2010, the Service Plans may be revised voluntarily to apply the amended SPALs.

Question #6: We will still need to put the dental and transportation information in the Service Plan as before, but how will that get translated to the IP Cover Sheet? Will we leave the items that will not be under the SPAL off the IPCS?

Answer: No. Do not leave these items off of the IPCS. CCMS will handle them in the same manner as home accessibility adaptations, vehicle modifications and Assistive Technology.

Question #7: Is the sharing of information between the Service Plan and IP Cover Sheet working yet? If so, will "it" know not to include the transportation and dental in the IPCS?

Answer: There is not yet a feature to auto-populate data from the Service Plan to the Prior Authorization Request (IP Cover Sheet) in CCMS.

Question #8: DAL states that only 4 trips per week of non-day program transportation may be provided. Is "day program" strictly interpreted or can it include supported employment/community employment?

Answer: Transportation to and from day program includes both Day Habilitation Services and Supports and Supported Employment. The definition of non-medical transportation in the HCBSs-SLS waiver amendment states:

"Transportation to and from day program shall be reimbursed based on the applicable transportation band. The number of units available for Transportation Services is 508 units per Service Plan year or approximately 42 trips per month. A unit is a per-trip charge for to and from Day Habilitation and Supported Employment services. Transportation in addition to Day

Habilitation and Supported Employment is limited to 4 trips per week reimbursed at transportation band one."

Specific to transportation to and from Supported Employment, the waiver states:

"Service provided in order to enable waiver participants to gain access to waiver and other community services, activities and resources, as specified by the Service Plan. Transportation to and from work is a benefit in conjunction with Supported Employment service except when the Supported Employment service occurs at a frequency less than the number of days worked. In that case, transportation to and from the place of employment is a benefit when the participant does not have resources available, including personal funds, natural supports and/or third party resources. This service is offered in addition to medical transportation required under 42 CFR §431.53 and transportation services under the State plan, defined at 42 CFR §440.170(a) (if applicable), and does not replace them. Transportation services under the waiver are offered in accordance with the participant's Service Plan. Whenever possible, family, neighbors, friends, or community agencies, which can provide this service without charge, are utilized."

Question #9: Are both non-medical transportation to and from day program and transportation within the 4 trip limit removed from the SPAL? Please confirm that a participant can still receive both transportation services.

Answer: Yes. The waiver allows for transportation to and from day program at a limit of 508 units per Service Plan or approximately 42 trips per month. In addition a participant may receive up to 4 trips per week. Both services are removed from the SPAL.

Question #10: What is considered a "trip" in the transportation limit of 4 trips per week?

Answer: A trip is considered transportation to a destination or from a destination. For example, if a participant receives transportation from her home to the grocery store and then receives transportation from the grocery store back home, this shall be considered two trips.

Questions #11: Participants currently at Authorization Level E may stay in this authorization at the time of the CSR, but I assume vision, dental, and transportation are still included in this SPAL?

Answer: Yes. The waiver has a spending limitation of \$35,000. Under no circumstances can a Service Plan exceed that limitation. For participants in Authorization Level E, the SPAL and the overall waiver limitation is the same.