

**Shawnee County CDDO  
Affiliate Meeting  
Oct. 14, 2013**

**Present:** Kelly Zink, Dream Catchers; Frankie Holloway, Equi-Venture Farms; Doug Gerdel, Life Patterns; Mary Ann Hughes, Sunflower Supports; Janice Duran, Enabled Hearth

**Conference:** Tandy Kimbrough, Sheltered Living Inc; Mitch Drucker, Assist, LLC

**I. CDDO Updates:**

- September Affiliate Report Overview
  - 1077 individuals receiving services (833 adults, 244 children) in Shawnee County.
  - There were 6 individuals determined eligible; 3 determined ineligible; 4 ported in and 0 that ported out of Shawnee County.
  - There were 7 crisis requests reviewed by the funding committee; 2 were approved; 5 were denied and 0 pending.
  - 8 individuals have been crisis approved since July 1<sup>st</sup> (FY2014).
  - There are 57 individuals who have not chosen a case manager; 35 Medicaid eligible and 22 Non-Medicaid eligible.
  - Individuals changing service providers included: 7- day services (includes multiple providers); 3- residential services; 0 - case management; and 1- FMS Provider.
  - There were 322 POC's reviewed for the month. Of the POCs reviewed for in home supports, 52% was over allocation and 48% at allocation.
  
- BCI Changes (handout) – update from Cheryl Davenport, CDDO IT Assistant
  - As of today, the BCI document section has a new look. It is called the Consumer Document Index or Consumer Document Services (CDS). When you click on the document tab it will look different. You will see multiple folders which identify documents that have been uploaded. The main change is that it is more organized and it does not matter which section you have accessed (BCI, POC or medical etc.) you'll see the documents without going from section to section. Cheryl will distribute the handout along with the new uploading instructions in the forms section of the BCI. If you have any questions contact Cheryl at [cdavenport@snccddo.org](mailto:cdavenport@snccddo.org) or call 506-8619.
  
- I/DD Service Provider education and training update
  - Ramona attended the training held Oct. 3<sup>rd</sup> at the Ramada Inn.

- KDADS is requesting the critical incident reports and adverse incident reports be submitted through their electronic system beginning January 1, 2014. The Shawnee County CDDO web based system (BCI) currently provides a notification to the CDDO designated staff and the KDADS Quality Management Specialist when a report is submitted. KDADS is requiring providers use their system for reporting. There are several glitches with the State's system that are being addressed such as how it will work when a provider is affiliated with several CDDO's. Ramona stated that only designated Shawnee County CDDO staff has access to CIRs submitted in the BCI system. She stated that you can go to the KDADS website to access the service agreement by clicking on the provider tab to register now or January 1. KDADS will be providing webinar training. The reporting doesn't automatically notify protective services to report ANE so you will need to continue following the current process to notify protective services. Ramona stated that if KDADS doesn't have all the issues resolved prior to January 1, affiliated providers and case managers will still need to submit a CIR utilizing the CDDO system to notify the CDDO as identified in the affiliate agreement.

- There was a comment that the criterion to submit reports to the CDDO and to KDADS is different. Everyone was told if you are not sure whether or not to report you should report it.

- The statewide quality oversight committee reviews the CDDO data submitted to KDADS quarterly.

- The afternoon session involved MCO representatives talking about their credentialing and contracting process. All three MCOs are different. MCOs will be scheduling training over the next three months to help providers get through the process.

- Sunflower State Plan and Amerigroup have said they are going to be scheduling health assessments at the same time as the BASIS. United Healthcare hasn't decided yet. Ramona stated the MCO coordinator's do not know who the I/DD case manager is. The SNCDDO has provided assistance to Amerigroup service coordinators and identified the member's case manager for approximately 120 people.

➤ October 7<sup>th</sup> during the TCM training sponsored by KDADS, it was mentioned case managers were asked to upload all their documentation (PCSP, POC, Behavioral Support Plans) to the KDADS website. During today's meeting, it was asked if there was a way the report can be sent at the same time as it's uploaded into the CDDO's BCI system. Currently that is not possible. To access the State system you must have a password to begin uploading documents.

- At the TCM training, it was asked how you find the person and it was stated by the Medicaid number. It is asked what happens if it is someone that doesn't have a Medicaid number?

- Case Managers were also told that they will have to initial all of their case notes and this is another process change.

- TCM billable activities were discussed during the training.

Ramona commented information shared at another meeting was that the TCM activity is billable as long it falls within the four categories identified in the regulation.

- It was asked if there would be changes to the I/DD waiver reimbursement rates. Ramona stated that she understood that MCOs may not reimburse providers less than what the current rate is for the waiver. MCOs may reimburse more for services and supports. It was stated that there should not be any rate changes implemented for I/DD waiver reimbursement until 2015 due to the proviso.
- If you already have a signed contract with a MCO, you should not be required to re-apply. If you want to change something in the signed contract, you will have to add an addendum.
- Day Service billing changes to 15 minute per unit billing as of Jan. 1, 2014. There will no longer be a “wild card” number for multiple day providers. Each day provider will need to be listed on a POC with the number of weekly units issued. There will be a maximum of 100 units per week so each provider will need to be identified with the number of units. KDADS is determining if the maximum daily units will be 20 units per day or 32 units per day. It was stated that when you look at the calendar year there will be a need to create a minimum of seven POCs. It was also discussed that providers need to bill for the month not the week when the month ends during the week. It was asked what happens if someone decides they don't want to go to a provider on their designated day. In that situation, neither day provider can bill.
- State Aid – Ramona corresponded with the providers that are currently reimbursed with State Aid for providing services to persons not receiving HCBS funds. KDADS changed the process for CDDOs to report the expenditures. CDDOs must follow the State's service taxonomy service definition codes and submit the information quarterly. Shawnee County CDDO currently has the following number of individuals receiving services funded with State Aid: Nine in day supports, fourteen residential supports and three receive in-home supports services. The reimbursement for day supports will change to 15 minute units January 1 when the change is implemented for the I/DD waiver. Reimbursement for In-home supports will remain at \$3.06 per 15 minute unit and \$33.96 per daily unit for residential. The rate will remain \$28.13 per daily unit for day supports through Dec. 31<sup>st</sup> and then the reimbursement will be \$1.40 per 15 minute unit with a maximum of 100 weekly units. Ramona stated that the CDDO has always reported expenditures to the State although the report now is more detailed. Ramona stated there are 30 people on the local waiting list for State Aid funding.

- The finance department has requested that providers submit invoices by the 10<sup>th</sup> of each month. If it is not in by the 10<sup>th</sup>, the reimbursement will be issued the following month. Providers have been encouraged to utilize direct deposit. Feel free to contact Angela McGraw at 232-0597 for more information. If you have any questions call Laura Marple at 785-506-8701 or email [lmurple@tarcinc.org](mailto:lmurple@tarcinc.org).
- The Statewide Funding committee meeting has been postponed until further notice.
- The FY2014 waiting list names were released. There were 19 (correction 18) people identified in Shawnee County. Two people have declined services although one person was crisis approved and the other the family chose to be on the waiting list in case the person's financial situation changed. Five people have accepted services. Services requested included; 8 requested day supports, 9 requested residential and 13 requested in-home supports. Ramona stated that in years past if someone declined the CDDO could offer from the local list. She is not sure if the same process is approved this year. It was asked how many statewide came off the waiting list. Ramona stated she wasn't sure and that CDDOs have been communicating with each other since the SFC was postponed.
- Contract negotiations will be Oct. 22, 23, 24. Items to be discussed:
  - HCBS waiver allocations as of Jan. 1
  - POC process/ Prior authorization determinations
  - Service access – new persons and service reductions
  - Access to waiver (crisis)
  - Statewide Funding Committee
  - Distribution of funds
  - Crisis distribution
- It was asked if some of these items are addressed in the regulations for CDDO responsibilities. Ramona stated that it is and that the CDDOs submitted recommendations to KDADS regarding system changes with the implementation of KanCare on January 1, 2014.

## **II. Upcoming training opportunities**

- Inter Hab Conference in Wichita October 16-18
- Dual Diagnosis webinar trainings in November - sponsored by Sheltered Living Inc. (flyer from Tam Vincent forwarded)

***Next meeting is scheduled Dec. 9, 2013***