

# I/DD Program Bulletin



Lunch and Learn Calls for **consumers, advocates** and other **stakeholders** are every Wednesday at 12:00 p.m.

Email questions to:  
[kancare.ombudsman@kdads.ks.gov](mailto:kancare.ombudsman@kdads.ks.gov)

HCBS-IDD Renewal **Request for Information** (RFI) due on

March 17, 2014 at 10:00 am

Lunch and Learn Calls for **providers** are Every Monday and Friday from 11:00 a.m. to 12:00 p.m.

Email questions to:  
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## Bulletin Update for February 21, 2014

- + Requesting Additional Services List (RASL)
- + Billing and Claims
  - KMAP Issues
  - KMAP Billing
- + HCBS-IDD Program Renewal
- + Changes in Federal Rules
  - Dept of Labor – Companionship Rule
  - CMS - HCBS “Settings” Rule
  - Affordable Care Act – Impact on FMS model
- + Lunch and Learn Calls
- + KDADS Website Improvements
- + CDDO Information
  - Weekly Calls with CDDOs
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- + Targeted Case Manager Information
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  - Sharing Information and Billing Updates
- + Information Regarding the Provider Issues Tracking Link

**Requesting Additional Services List (RASL):** On January 31, 2014 KDADS sent a letter to all HCBS-IDD program participants who are currently receiving HCBS services and have asked for additional services in the past. The forms are due on Saturday, March 1, 2014; however, KDADS will continue receiving forms after this date. Individuals can submit forms to KDADS by mail to 503 S. Kansas Ave, Topeka, KS 66603, by fax to 785-296-0256 or by email to [HCBS-KS@kdads.ks.gov](mailto:HCBS-KS@kdads.ks.gov).

- Letter and Confirmation Form for HCBS-I/DD Participants on Request For Additional Services  
[http://www.kdads.ks.gov/CSP/IDD/KanCare\\_Imp/2014\\_01\\_31\\_RASL\\_Consumer\\_Letter\\_Form.pdf](http://www.kdads.ks.gov/CSP/IDD/KanCare_Imp/2014_01_31_RASL_Consumer_Letter_Form.pdf)

## **Billing and Claims:**

- ✚ **KMAP Issues:** KDADS has worked with HP to correct errors in KMAP that was denying span billing for service code T2021 when it is billed for spans of more than 1 week at a time. This issue has been resolved, and you should be able to resume billing as normal. Please notify the KMAP HelpDesk or KDADS program staff if you continue to have issues.
- ✚ **KMAP Billing:** Providers who are using the KMAP/EDI front-end billing and the MCO billing portals should wait a few days after submitting a claim for them to appear in the MCO system for review in the MCO web portal. Even if it takes 2-3 days for you to see the claim in the MCO web portal, the MCO starts to process the claim as soon as it is received from KMAP. If you are experiencing any concerns related to billing and claims, please contact the MCO through the Provider Representative or Care Coordinator. Education activities will continue to ensure limited billing concerns.

## **HCBS-IDD Program Renewal – Due March 31, 2014:**

The HCBS-IDD 1915(c) waiver expires on June 30, 2014. KDADS must submit a renewal application by March 31, 2014 to request a renewal of this program. A Request for Information (please see attached) will be posted online and shared with consumers, providers, and other stakeholders to provide input into improvements for the HCBS-IDD Program. The purpose of the Request for Information (RFI) is to solicit recommendations, suggestions and plans for improvement that KDADS can incorporate into the renewal application. KDADS expects to release another RFI in mid-March related to changes in federal rules that could affect home and community based services and program participants. Please join the twice weekly IDD Provider calls over the next few weeks for more information.

**Changes in Federal Rules:** There are several federal rules that could have an impact on home and community based services over the next several months. The State and several workgroups and advocacy organizations are watching for the interpretations of several laws, regulations and rules that may affect Kansas.

- ✚ **Department of Labor “Companionship” Rule:** The Department of Labor has issued a final rule about labor laws that would apply to direct service workers. (<http://www.dol.gov/whd/homecare/>). **Effective January 1, 2015**, most direct care workers will be required to receive federal minimum wage and overtime pay protections. Direct care workers are workers who provide home care services, such as certified nursing assistants, home health aides, personal care aides, caregivers, and companions. The FMS Workgroup is following the rule because it may have an impact on the number of hours a direct services worker can work (40 hours per week) and the self-directing individual’s ability to manage the employer-related responsibilities (anything over 40 hours a week requires overtime). KDADS will provide additional training and information in the future.
- ✚ **CMS - Home and Community Based Settings Rule:** In January, CMS issued a final rule on its definitions of community settings that will apply to all 1915(c) waivers and defines settings based on the individual’s experience and opportunities. (<http://www.medicaid.gov/Medicaid-CHIP-Program-Information/By-Topics/Long-Term-Services-and-Support/Home-and-Community-Based-Services/Home-and-Community-Based-Services.html>). CMS has asked states to develop a transition plan to ensure compliance with the new definitions in the rules within 1 year of the final rule’s

publication date (March 17, 2014). However, since Kansas will be submitting its renewal for IDD program at the end of March, KDADS and stakeholders will have 120 days to develop a transition plan that meets the CMS guidelines. The Arc published a thorough summary that helps simplify the rule, which is available online at <http://www.thearc.org/document.doc?id=4596&erid=5248716>. For the self-advocates' perspective of community, read "Keeping the Promise," at: [http://www.acl.gov/programs/aidd/Program\\_Resource\\_Search/docs/keepingthepromiseofcommunity\\_sabe.pdf](http://www.acl.gov/programs/aidd/Program_Resource_Search/docs/keepingthepromiseofcommunity_sabe.pdf)

- ✦ **Affordable Care Act and FMS Model:** On January 1, 2015, provisions of the Affordable Care Act will require large employers to maintain and offer health insurance for their employees. These provisions would affect FMS providers with 50 or more direct service workers because the current Kansas model considers the FMS provider a co-employer with an individual who is self-directing their care. The FMS Workgroup submitted a recommendation to KDADS to consider changing to the fiscal/vendor agent model in preparation for this change. There are still discussions about recent IRS decisions exempting direct service workers from paying income tax on "caregiver" wages and whether the IRS will honor the ACA final rule that the Agency with Choice FMS model (Kansas' model) would be exempt from the ACA requirements. For more information about the FMS models, Boston College has helpful information online at <http://www.bc.edu/content/bc/schools/gssw/nrcpds/tools/toolkit/fms-toolkit/choice1selectamodel/choice1option1.html>

## Lunch and Learn Calls

Registration for the calls is required (and must be completed by the day prior to the call) and can be completed at the following website: [http://www.kdads.ks.gov/CSP/IDD/KanCare\\_Imp/IDD\\_Implementation\\_Calendar.html](http://www.kdads.ks.gov/CSP/IDD/KanCare_Imp/IDD_Implementation_Calendar.html)

**Call in Number: 1.866.620.7326**  
**Conference Code: 4283583031**

- ✦ **Providers:** Calls are scheduled for Mondays and Fridays from 11:00-12:00 noon, we anticipate the calls will continue through the first quarter of 2014. Callers may submit questions to [PROVIDERFORUM@kdads.ks.gov](mailto:PROVIDERFORUM@kdads.ks.gov). If you experience difficulty registering for the Lunch and Learn calls you may also register by sending your name in an email to [providerforum@kdads.ks.gov](mailto:providerforum@kdads.ks.gov).
- ✦ **Lunch and Learn Calls for Consumers and Other Stakeholders:** Calls are scheduled for Wednesdays from 12:00 to 1:00 for consumers. Callers may submit questions to [kancare.ombudsman@kdads.ks.gov](mailto:kancare.ombudsman@kdads.ks.gov). If a consumer has problems registering for the Lunch and Learn call, they could email the KanCare Ombudsman at [kancare.ombudsman@kdads.ks.gov](mailto:kancare.ombudsman@kdads.ks.gov).

**KDADS Website:** The website is a "work in progress" so bear with us as we continue to make improvements.

Bookmark this address: [http://www.aging.ks.gov/HCBSProvider/IDD\\_Provider\\_Index.html](http://www.aging.ks.gov/HCBSProvider/IDD_Provider_Index.html)

## CDDO Information:

- ✦ **Weekly Calls with CDDOs:** CDDO calls will continue weekly on Thursday's at 11:00. CDDOs should call 1.866.620.7326 conference code 4283583031.
- ✦ **Reporting of Deceased Members:** Reporting for members of I/DD programs who have expired can be done through the KAMIS web application. The 3160 report can then be sent to DCF for case closure. Please send the Loss of Life Report to [HCBS-KS@kdads.ks.gov](mailto:HCBS-KS@kdads.ks.gov) with the Subject Line: IDD Loss of Life Report. The Form will be made available on the website shortly. If you need a copy of the form, please email [HCBS-KS@kdads.ks.gov](mailto:HCBS-KS@kdads.ks.gov) to request one.

- ✚ **Porting and Transferring of Cases:** KDADS IT is addressing the concern about transferring and sharing individuals who are also receiving services through the ADRC to ensure they continue to appear on the appropriate reassessment lists. In the meantime, please submit a problem report to the KDADS HelpDesk ([HelpDesk@kdads.ks.gov](mailto:HelpDesk@kdads.ks.gov)) if you have any issues.

### Targeted Case Manager Information:

- ✚ **Weekly Calls with Targeted Case Managers:** TCM calls are held on Tuesday's from 3:00 pm to 4:00 pm. TCMs should call 1.866.620.7326 conference 2850442124.
- ✚ **Targeted Case Manager Updates:** a Policy Memorandum will be issued to clarify the requests for information from the MCO and billing for targeted case management services. Email Susan Fout at [Susan.Fout@kdads.ks.gov](mailto:Susan.Fout@kdads.ks.gov) if you have any questions.
  - **Sharing Information:** Federal HIPAA law allows covered entities to share information about individuals for treatment, payment, and operation purposes without a release. TCMs sharing information with the MCOs is for one of these purposes. It is the expectation of KDADS that the Person-Centered Support Plan and Behavior Support Plan are shared with the MCO. The individual is a member of the MCO, and the MCO Care Coordination needs the information to develop a comprehensive Integrated Service Plan.
  - **Billing TCM services:** Targeted Case Managers should bill according to generally accepted principles of rounding when billing for services. Billing practices should be consistent, and services must be billed in whole units. Documentation must include start times and end times and clearly demonstrate the actions completed, who they were completed for, the date, and other requirements for documentation. Lack of documentation and inappropriate billing practices are subject to recoupment.

**Information Regarding the Provider Issue Tracking Link:** We encourage you to work through your issues directly with the provider representative of the respective MCO and utilize the grievance and appeal process. This will allow you to keep track of your issues in one place. Please add details about your issues, including who you spoke with at the MCO and what steps at resolution you have already tried. Additionally, this is a **Provider Issue Tracking Log**. For Consumer issues, please contact the KanCare Ombudsman at [KanCare.Ombudsman@kdads.ks.gov](mailto:KanCare.Ombudsman@kdads.ks.gov).

For Provider Resources and Information, please visit the MCO websites, below.

Amerigroup- [www.amerigroup.com/pages/ks.aspx](http://www.amerigroup.com/pages/ks.aspx)

Sunflower- [www.sunflowerstatehealth.com/for-providers/provider-resources/](http://www.sunflowerstatehealth.com/for-providers/provider-resources/)

UHC- [www.uhccommunityplan.com/health-professionals/ks.html](http://www.uhccommunityplan.com/health-professionals/ks.html)

If you are unable to resolve a conflict, please submit your issue to the KDADS Provider Issue Tracking application. The Issue Tracking Application is available to all KDADS providers, including those authenticated to use the KDADS Web Application. This tool is designed to replace the current notification process of issues by email and will allow KDADS to more efficiently track issues across multiple commissions to ensure timely responses to concerns. Please register for the Issue Tracking Application following the steps below. Additional training will be provided during a future Lunch and Learn Call.

**Access to the Issue Tracking Log:** Visit the **KDADS Provider Information** website and go the Provider "Issue Tracking" tab or visit [https://webapps.aging.ks.gov/pls/apex\\_p18/f?p=179:11:1761884917622206](https://webapps.aging.ks.gov/pls/apex_p18/f?p=179:11:1761884917622206)