

**MEMORANDUM OF CLARIFICATION REGARDING FINANCIAL  
MANAGEMENT SERVICES PROVIDER AGREEMENT**

This Memorandum of Clarification Regarding Financial Management Services Provider Agreement (“Memorandum”) is provided by the Secretary of the Kansas Department for Aging and Disability Services (“KDADS”) to provide clarification regarding questions raised by various Providers.

1. Program Manual and Policies: Paragraph 1 is clarified as follows:

New or revised KDADS’ policies, including the FMS Program Manual, shall be promulgated pursuant to the agency’s policy approval process. Policies, including the FMS Program Manual, that are enacted/modified following January 1, 2015, will be posted and FMS Providers will be given 30 calendar days to provide comment or input to the same. Prior to the expiration of the 30 day period, the KDADS shall further conduct an in-person meeting along with call-in capacity regarding the proposed policy changes. The new or amended policies would not become effective until at least 30 calendar days following the public posting of the same. At that point in time, the Provider would have the choice of either complying with the same, or exercising its right to terminate the FMS Agreement.

2. Excess Funding-Paragraphs 12 and 13: Paragraphs 12 and 13 regarding the time period for returning to the KDADS any excess funds are clarified as follows:

As to both paragraphs 12 and 13, excess funds shall be returned within 180 calendar days following the expiration of the FMS Agreement term; provided, however, that the Provider may request in writing an exception in that at least 90% of such excess funds would be remitted within the 180 day time period with up to a 10% balance being remitted not later than 60 calendar days following the initial payment. For example, if a Provider had \$10,000 in excess funds and its exception was granted, \$9,000 of such amount would be due within 180 days following the expiration of the FMS Agreement term, with the remaining balance of \$1,000 being due 60 days following the initial payment.

3. “Account For”: The term “account for” appears in both paragraphs 12 and 13, and is clarified as follows: As to paragraph 12, the term account for would mean to report any excess funds in the aggregate basis.

As to paragraph 13, the term account for would mean to itemize and report any excess funds on a per consumer basis.

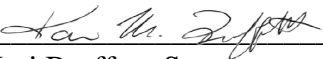
4. New Deadline for FMS Agreement: The new deadline for signing and returning the FMS Provider agreement is 5:00 p.m. Friday, January 30, 2015;
5. Agreement Paragraph 22: This Memorandum shall supersede and control any conflicting language contained in the FMS Agreement that is currently posted on-

line, and also as to those the FMS Agreements which have been already signed and submitted by various Providers. Providers may rely upon the clarifying information contained herein.

We hope that the information provided herein is helpful, and look forward to receiving your respective signed FMS Agreement on or before Friday, January 30, 2015. Thank you.

Kansas Department for Aging  
And Disability Services

January 23, 2015

By:   
Kari Bruffett, Secretary