

January 17, 2014

CDDO Directors and I/DD System Stakeholders,

The purpose of this letter is to convey how we will address various processes beginning immediately and moving forward. For providers serving persons in the IDD Pilot, claims should continue to be filed as you have during the past few months until the implementation of IDD long-term supports and services into KanCare on February 1, 2014, pending CMS approval. Please visit our website at www.kdads.ks.gov for up-to-date information.

Part of the delay into KanCare included the development of an agreement between CMS and the state of Kansas regarding the elimination of the “underserved” waiting list. As part of the agreement, KDADS agreed to develop a provider capacity map by CDDO catchment area that demonstrates access to services and provider capacity to meet identified needs. If a need for additional capacity is identified, KDADS will require the CDDO to provide a Capacity Development plan and work with the MCO to develop capacity as necessary. In the interim, the MCO will provide alternate temporary services while that capacity is developed, if needed. MCOs will be expected to work with CDDOs to ensure service access and provider capacity.

As a result, KDADS is asking CDDOs to submit their provider capacity to serve individuals in their catchment area who are requesting an additional service. The attached, one-page HCBS-IDD Provider Capacity survey will establish the total number of service providers in each county of a CDDO catchment area for residential supports, day supports, and in-home supports/supportive home care. The CDDO should complete one survey for every county the CDDO serves in its catchment area. For each service, the CDDO is asked to report on the total number of service providers, the total number of individuals served for that service, and the estimated number of people that can be served with that service.

Survey responses are due by February 5, 2014, and will be used by the State to determine provider capacity and any capacity issues. Please submit your completed surveys to Sandra Andrews at Sandra.Andrews@kdads.ks.gov.

Additionally, KDADS has requested additional information about an interim process regarding the existing CDDO-KDADS contract. Please utilize the following guidance, effective immediately, to assist you with managing services during this transition period.

1. Providers requesting *extraordinary funding* (EF) for new persons and requesting renewal of EF should submit their information to the CDDO as they have done in the past. If the CDDO reviews the information and determines the person is newly eligible for EF or continues to be eligible for EF, the CDDO should forward the required documentation to KDADS for review. KDADS will respond within ten business days.
2. Individuals seeking access to the IDD waiver through one of the *contract exceptions* or *crisis request* should continue to submit appropriate information to the CDDO. If the CDDO determines the person qualifies for an exception or supports a finding of crisis, the CDDO should submit its recommendation,

along with the information the CDDO reviewed, to KDADS for review. KDADS will respond within five business days.

If the CDDO review does not support extraordinary funding, a contract exception or crisis determination, the person/guardian may seek further consideration and the CDDO should provide the appropriate notifications and appeals rights. If the State approves or denies an action, KDADS will send a Notice of Action with appeals rights to the member and/or guardian and provide a copy to the CDDO.

All requests, recommendations, and supporting documentation should be submitted to Sandra Andrews at Sandra.Andrews@kdads.ks.gov for KDADS review.

For other questions, please contact KDADS at 785-296-4986 or Greg Wintle at Greg.Wintle@kdads.ks.gov.

Sincerely,

A handwritten signature in cursive script, appearing to read "Aquila Jordan".

Aquila Jordan, Director of HCBS Programs