



STATE OF HAWAII
DEPARTMENT OF HEALTH
DEVELOPMENTAL DISABILITIES DIVISION

P. O. BOX 3378
HONOLULU, HI 96801-3378
Telephone: (808) 586-5840
Fax Number: (808) 586-5844

In reply, please refer to:
File:

Medicaid I/DD Waiver
Memo No.: FY2019-10
Date: March 27, 2019

TO: Medicaid I/DD Waiver Providers

FROM: Mary Brogan, Administrator
Developmental Disabilities Division

SUBJECT: Provider Documentation when Participants Receiving Residential
Habilitation (ResHab) Services Request an Exception for Services above
their Individual Supports Budgets

BACKGROUND:

In 2018, the Centers for Medicare and Medicaid Services (CMS) approved amendment #02 for the Medicaid I/DD Waiver. This amendment included the introduction of Individual Supports Budgets with a phase-in schedule. In the previous waiver amendment #01, CMS had approved the new rate models, which included how payments are structured for ResHab. The ResHab rate model includes Tiers that are based on the participant's level of support needs from the Supports Intensity Scale (SIS) level, e.g., SIS level 1 is in Tier 1 with low support needs. The ResHab rate model also includes an assumption that participants receive some hours of 1:1 services each week from another member of the household (Shared Living) or staff (Agency) in addition to the primary independent caregiver or home manager. This is because the rate model includes a salary for the primary caregiver or home manager. Providers are paid a daily rate for each participant that includes a portion of the salary for the primary caregiver/home manager and extra hours of 1:1 supports by another individual supporting the participant.

Participants who receive ResHab services are all in Cohort 1. These participants are in the first group to receive an Individual Supports Budget at their annual Individualized Service Plan (ISP) meetings held on and after July 1, 2018. There are three base services included in the Individual Supports Budget for participants receiving ResHab: 1) Adult Day Health (ADH), 2) Community Learning Services – Group (CLS-G) and 3) Community Learning Services – Individual (CLS-Ind). If a participant requests more base services than the amount included in the Individual Supports Budget, he or she may ask for an exceptions review by DDD to determine if the additional services are needed. In order to consider a request for more hours of base services, the Exceptions

Review Committee must have documentation to show that ResHab has provided all of the hours of service included in the rate that the provider has been paid.

Please refer to Transmittal Memo 2018-07 and Waiver Standards section 3.12 for the activities in the service description. For quick reference, the ResHab service description includes community activities as part of the responsibility of the agency or independent contractor delivering ResHab, stating that the service is intended to assist participants with:

“... the acquisition, retention, or improvement in skills related to living in the community. These supports include adaptive skill development; assistance with activities of daily living and instrumental activities of daily living; community inclusion; transportation as part of routine and typical household activities, such as doctor’s visits, shopping for the household, participating in family functions and community events attended by household members; and social and leisure skill development that assist the participant to reside in the most integrated setting appropriate for his/her needs.”

ResHab services are provided both in the home and the community. The service description specifies the intent, emphasizes skills development (teaching and training the participant in areas listed in the service definition), and includes assisting participants to develop social and leisure skills in their homes and communities.

PURPOSE: This memo explains the requirements and provides a form to assist providers in meeting the requirement in the Waiver Standards version B-3, section 3.12 Authorizations (page 197), effective November 2, 2018. The provider must document the participant has received the hours of 1:1 service included in the rate that the provider is being paid before the participant requests base services above their Individual Supports Budget. DDD recommends that the provider use the attached form titled ResHab Documentation for Exceptions Requests but will accept other forms or reports the provider uses if they include all of the required information and are organized so the information is easily identified and understood. Providers should begin using this form, or alternate that meet criteria, effective immediately for any participants receiving ResHab services requesting an exceptions review.

Please note that the ResHab Documentation for Exceptions Requests form (or the provider’s equivalent documentation) are to be used when a participant is requesting an exceptions review for more hours of base services above their Individual Supports Budget. DDD may also request this information if a participant chooses to appeal rather than use the exceptions review process. This procedure is not used for requesting Additional Residential Supports, which is a different service with a different procedure and form.

Medicaid I/DD Waiver Program – Provider Memo
Memo No. FY2019-10
March 27, 2019
Page 3 of 3

NEXT STEPS:

DDD will offer training for providers on the documentation requirements and completing the ResHab Documentation for Exceptions Requests form. It will be provided on Zoom and will also be recorded and posted to the DDD website for future reference. We will send an email announcement when the training is scheduled.

DDD has been providing technical assistance to individual providers and will continue to offer that upon request. The case managers and unit supervisors have also joined many of the technical assistance sessions.

We want to thank the providers that have given input into this process and helped to create the form and test it in their agencies. We look forward to continuing to partner with providers, participants and other stakeholders.

Attachment

c: Jon Fujii, DHS-MQD
DDD Branch Chiefs