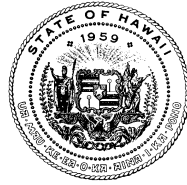


DAVID Y. IGE
GOVERNOR OF HAWAII



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In reply, please refer to:
File:

Medicaid I/DD Waiver
Memo No.: FY2020-05
Date: April 27, 2020

TO: Medicaid I/DD Waiver Providers

FROM: Mary Brogan, Administrator
Developmental Disabilities Division

A handwritten signature in black ink that reads "Mary Brogan".

SUBJECT: DDD 1915(c) Appendix K Operational Guidelines Version 2 Transmittal

The Appendix K Operational Guidelines have been updated as "DDD 1915(c) Appendix K Operational Guidelines – Version 2".

It is posted on the DDD website at <https://health.hawaii.gov/ddd/files/2020/04/Appendix-K-Operational-Guidelines.pdf> on the COVID-19 page for Waiver Providers, under Appendix K References. Please note that Appendix K Operational Guidelines, Version 1, issued March 31, 2020, has been removed from the website and is no longer in effect.

Version 2 includes a number of updates. New language in the document is highlighted in yellow, and strikethrough is used to denote language that has been deleted. Several sections have been revised in total.

Highlights in Version 2

- Additional Residential Supports (ARS) and Personal Assistance/Habilitation (PAB) – billing instructions have been added for use of these services to support a participant while hospitalized or in a short-term facility
- Community Learning Service – Group (CLS-G) – clarification regarding documentation requirements has been added
- Specialized Medical Equipment and Supplies (SMES) – information has been added for case managers and providers about the service, authorizations, purchasing, limits, documentation and billing instructions
- Service Plan – the Case Management section has been revised

- Telehealth – updated information has replaced the Case Management and Provider sections. Also, a new assessment tool was added as Attachment B: Telehealth Assessment
- Adverse Event Reporting – updated information has replaced the Case Management and Provider sections
- Provider Staff Qualifications & Monitoring – updated information has replaced the Provider section
- Attachment A: Decision Tree: Community Learning Service - Individual (CLS-Ind) – added PAB Group by telehealth

Update on Retainer Payments

DDD is in discussions with Centers for Medicare and Medicaid Services (CMS) on the methodology for Retainer Payments for the following services:

- Adult Day Health
- Community Learning Services
- Individual Employment Supports – Job Coaching

The State initially proposed a methodology that would be less administratively burdensome for authorizations and payment than was ultimately approved in the current Appendix K. Since that time, CMS has approved Appendix K applications in other states that include retainer methodologies similar to what we originally proposed. Based on subsequent discussions with CMS, in the next several days we will be submitting a new Appendix K with a revised retainer methodology for these services.

Upcoming Training

A training to review the Appendix K Operational Guidelines Version 2 with a focus on Telehealth Guidelines is being scheduled. We will send an invitation as soon as we have the date and time confirmed.

Thank you for all of your hard work during these challenging times to ensure that participants and their families are safe and getting the supports they need. If there are any questions, please feel free to call the Community Resources Branch at (808) 733-2135.

c: Jon Fujii, DHS-MQD
DDD Management Team