

COMP

	A	B	C	D	E
1	Comprehensive Services Waiver WORKING PLAN 12/01/07				
2	<i>Waiver Contract: HSRI and Navigant</i>				
3	<i>Revised Projected Waiver Submission February 15, 2008 for Implementation July 1, 2008</i>				
4					
5	TASK	DEADLINE	STAFF	STATUS	COMMENTS
6					
7	I. Acuity Tool Selection		Miles/Orlofsky /Manley	COMPLETE	Tool used to assess an individual's need for services and supports
8					
9	II. Determine Waiver Structure		HSRI, Thomas, Ramsey	COMPLETE	
10					
11	III. HSRI Recommendations				
12	DHS/HCPF review HSRI recommendations for 7/07 waiver changes	2/1/2007	Solano, Thomas	COMPLETE	
13	DHS/HCPF review remaining HSRI recommendations for 7/07 waiver changes	3/15/2007	Thomas	COMPLETE	
14	HSRI recommendation #3 for intermittent delivery of SLS services	5/1/2007		COMPLETE	
15	HSRI #10: delete SLS coverage of prevocational services	5/1/2007		COMPLETE	
16	HSRI #12: Determine which option to pursue for coverage of supported living consultation	5/1/2007		COMPLETE	
17	HSRI #15: Delete SLS coverage of hearing services	5/1/2007		COMPLETE	
18	HSRI #17: More detailed definition of skilled nursing services	3/8/2007	Kauffman/ Smith	COMPLETE	
19	HSRI #21: Minimum qualifications	8/1/2007	Kammerzell	COMPLETE	
20	HSRI #31: Financial liability requirements	3/1/2007		COMPLETE	
21	HSRI #36: Redesign coverage of behavior services	12/31/2007	Kauffman/ Kammerzell,		
22	HSRI #39: Single statewide waiting list	1/31/2008	Orlofsky		The decision to establish a state wide list is pending.
23					
24	IV. Rate Setting: Cost Data Analysis - Define Approach		Navigant		
25					

26	V. Rate Methodology Design		Navigant	COMPLETE
27	Final Presentation of rate methodology design and data sources	12/10/2007	Navigant	
28	Final documentation of rate methodology and associated documents to DDD and HCPF	12/31/2007	Navigant	
29				
30	VI. Rate Setting: Establish Rate Tiers		HSRI	COMPLETE
31				
32	VII. SIS Administration		Orlofsky	COMPLETE
33				
34	VIII. Rate Setting: Develop Comprehensive Services Rates		Navigant	
35	<i>Rate Design</i>			COMPLETE
36				
37	<i>Service Definitions</i>			
38	Develop Crosswalk of Existing Definitions	2/8/2007	Thomas	COMPLETE
39	Develop draft of NEW service definitions	12/31/2007	Kauffman	
40	Finalize NEW Service Definitions	1/15/2008	Kauffman/Ramsey / Prehmus	
41	Distribute and post NEW Definitions documents	After CMS approves the waiver amendment	Kauffman	
42	<i>Rate Analysis</i>			
43	Develop preliminary rates	3/16/2007	Navigant	COMPLETE
44	Scenario 1: Use Rate Tier database to analyze the effects of tier assignments and preliminary rates in comparison to current spending for consumers in the SIS sample	3/16/2007	Navigant with HSRI support	COMPLETE
45	Approve Scenario #1 document for distribution to appropriate parties	3/19/2007	Thomas	COMPLETE
46	Present Scenario 1 and rates to DDD and discuss potential adjustments to rates, cost coverage by service	3/22/2007	Navigant, Kauffman, Crane, Niemann	COMPLETE
47	Present Scenario 1 (take 2) and rates to DDD and discuss potential adjustments to rates, cost coverage by service, levels	10/25/2007	Navigant	COMPLETE
48	HCPF/DDD review and revisions to Navigant	11/4/2007	Neimann/Ramsey/ Crane/ Kauffman	COMPLETE
49	Present Scenario 2 and final rates to DDD and HCPF	11/27/2007	Navigant	COMPLETE
50	Approve Scenario #2 document for distribution to appropriate parties	11/29/2007	Neimann/Ramsey/ Crane/ Kauffman	COMPLETE
51	Convene Technical Advisory Group to update on status of rate setting and address any decisions that still need to be made	11/28/2007	Navigant	COMPLETE

52	Rate Presentation			
53	Navigant and HSRI on site to present SIS levels and Rate Methodology in conjunction with final rates	12/10/2007	HSRI/Navigant	Presentation made in public meeting.
54	Respond to questions and issues by CMSWSC	12/11/2007	HSRI/Navigant	
55	Revise rates if required by Division	12/7/2008	Navigant	
56	Fiscal impact analysis for provider "winners and losers"	1/1/2008	Navigant	
57	Finalize briefing document to be used in explaining the rate methodology	2/1/2008	Navigant/DDD/HCPF	
58	Rate Implemenation			
59	Work with DDD and HCPF to systematize new rates in claims payment systems	7/01/2008, pending CMS waiver amendment approval	Navigant, HCPF IT, DDD IT	
60	Enter and test rates			
61				
62	IX. CCB Payment Rates for TCM and Administrative Services		Navigant	
63	Specify Approach For Determining TCM And Administration Rates, Including Necessary Data Collection	2/12/2007	Navigant	COMPLETE
64	Work with Division to establish rate parameters	2/23/2007	Kauffman, Crane	COMPLETE
65	Propose TCM and Administrative rates	4/30/2007	Navigant	COMPLETE
66	Revise TCM and Adminsitrative rate if required by Division	4/30/2008	Kaufman/Crane	
67	Finalize TCM and Administration rate, if required by Division	4/30/2008	Kaufman/Crane/HCPF	
68				
69	X. Comp Waiver Application			
70	Collaborate with DDD in scheduling preparation of waiver applications	12/15/2006	HSRI - Fortune	ONGOING
71	As requested, review and comment on DDD draft waiver documents	1/1 - 2/28/07	HSRI - Fortune	ONGOING
72	Submit Waiver Application to HCFP	1/20/2008	DDD/HCPF	
73				
74	Appendix A: Waiver Administration and Operation			
75	Appendix B: Participant Access and Eligibility 65-94			
76	Appendix D: Participant-Centered Planning and Service Delivery			
77	Appendix E: Participant Direction of Services			
78	State submits Appendix A and B to HSRI for review and assistance	12/15/2007	Kaufman/	
79	HSRI feedback to State	12/31/100	HSRI	
80	Appendix A and B submitted to HCPF to for review	1/15/2008	Kaufman	
81	HCPF and DHS review and finalize	1/31/2008	Kaufman/Ramsey/Prehmus	
82				

83	Appendix C: Participant Services 95-158			
84	Form Appendix C Workgroup to Review Provider Qualifications Issues and refine definitions (if necessary)	8/15/2007	Thomas / Kammerzell	COMPLETE
85	Waiver Application: Appendix C Workgroup Update to Steering Committee	9/27/2007	Kammerzell	COMPLETE
86	Waiver Application: Appendix C to Steering Committee	11/27/2007	Kammerzell	COMPLETE
87	Appendix C submitted to HCPF to for review	1/15/2008	Kauffman	
88	HCPF and DHS review and finalize	1/31/2008/	Kauffman/Ramsey/Prehmus	
89				
90	Appendix F: Participant Rights 199-203			
91	State submits Appendix F to HSRI for review and assistance	6/15/2007		COMPLETE
92	HSRI feedback to State	7/1/2007		COMPLETE
93	Appendix F submitted to HCPF to for review	7/8/2007		COMPLETE
94	HCPF AG review	Pending		In process
95	HCPF and DHS review and finalize	1/15/2008	Orlofsky/Prehmus	
96				
97	Appendix G: Participant Safeguards 205-218			
98	State submits Appendix G to HSRI for review and assistance	7/1/2007	Solano	
99	HSRI feedback to State	7/15/2007	HSRI	
100	Appendix G submitted to HCPF to for review	7/20/2007	Solano	
101	HCPF and DHS review and finalize	1/15/2008	Solano/Prehmus	
102				
103	Appendix H: Quality Management Strategy 219-234			
104	State submits Appendix H to HSRI for review and assistance	5/1/2007	Solano	COMPLETE
105	HSRI feedback to State	6/1/2007	Rowe/ HSRI	COMPLETE
106	Appendix H from DDD to HCPF		Solano	COMPLETE
107	Incorporate University of S. Maine recommendations as appropriate	12/31/2007	Solano	
108	HCPF and DHS review and finalize	1/15/2008	Solano, Prehmus	
109				
110	Appendix I Rate Setting		DDD?	
111	Appendix I (rate setting methodology) - Initial draft	12/15/2007	HSRI	
112	Appendix I (rate setting methodology) - Supporting documentation	12/15/2007	HSRI/Navigant	
113	DD and HCPF review	12/20/2007	Crane/Kauffman/ Nielsen/Zieganhagen	
114	Revise draft after receipt of HCPF and DDD comments	12/31/2007	HSRI	
115	Appendix I: Final with supporting documentation	1/10/2008	HSRI	
116				

117	Appendix J Cost Neutrality			
118	Appendix J (cost neutrality): YTD claims for Comp and SLS waivers along with other data for formula factors	10/4/2007	Crane/Kauffman	COMPLETE
119	Appendix J: Propose methodology, including accounting for effects of rate restructuring	11/15/2007	HSRI/Navigant	COMPLETE
120	Appendix J: Trial versions for DDD/HCPF review	12/15/2007	HSRI	
121	DD and HCPF review	12/20/2007	Crane/Kauffman	
122	Appendix J: Final with supporting documentation	1/10/2008	HSRI	
123				
124	XI. Submit Final COMP Waiver Application			
125	Submit Waiver Application to CMS	2/15/2008	DDD/HCPF	
126	Respond to CMS questions and issues	ONGOING	All	
127				
128	XII. Post-Waiver Approval Requirements			
129	Post rates 30 days in advance of implementation			
130	100-Day rule process for rule changes			
131	Amendments to Intergency Agreement between HCPF and DHS			
132	Amendments to 3-way contract among HCPF, DHS and CCBs			