



OPERATIONAL MEMO

OPERATIONAL MEMO NUMBER: HCPF OM 19-031

TITLE: HOME AND COMMUNITY-BASED SERVICES-CHILDREN'S EXTENSIVE SUPPORT WAIVER ENROLLMENT DATE

SUPERSEDES NUMBER: N/A

ISSUE DATE: JULY 11, 2019

EFFECTIVE DATE: JULY 11, 2019

DIVISION AND OFFICE: BENEFITS AND SERVICES MANAGEMENT DIVISION AND CASE MANAGEMENT AND QUALITY PERFORMANCE DIVISION, OFFICE OF COMMUNITY LIVING

PROGRAM AREA: CASE MANAGEMENT, COMMUNITY OPTIONS BENEFITS

APPROVED BY: BONNIE SILVA

KEY WORDS: HCBS-CES WAIVER, ENROLLMENT DATE, AUTHORIZATION DATE, COMMUNITY CENTERED BOARD, CCB, UTILIZATION REVIEW CONTRACTOR, URC

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Purpose and Audience:

The purpose of this Operational Memo is to inform Community Centered Boards (CCB), the State Utilization Review Contractor (URC), and other involved stakeholders of the operational instructions for determining the Certification Start and End Dates for Home and Community-Based Services (HCBS) Children's Extensive Support (CES) waiver individuals, based on the Colorado Code of Regulations (CCR).

Background:

The process for establishing Level of Care (LOC) Certification Start and End Dates for HCBS-CES waiver individuals is inconsistently implemented across CCBs. This has caused discrepancies in the timeframes in which individuals are able to access the services available to them through the waiver and has resulted in instances of improper billing of Targeted Case Management (TCM). In addition, CCB practices vary when a Level of Care (LOC) certification approval is sent to the local county Department of Human or Social Services. This has resulted in the counties improperly entering information into the Colorado Benefits Management System (CBMS) that results in approval for the HCBS-CES waiver prior to an approval from the Department's contracted URC.

Information/Procedure:

A child may be eligible for the HCBS-CES waiver if they meet the criteria for eligibility pursuant to 10 CCR 2505-10, § 8.503.

The function of the URC is to review and determine if the applicant meets the behavioral and/or medical eligibility criterion pursuant to regulation, by providing an approval or denial outcome and date this outcome was determined.

Meeting the additional targeting criteria for HCBS-CES is required for eligibility for the waiver. The Department therefore directs that no LOC Certification Start Date shall be prior to the approval date provided by the URC. The LOC Certification Start Date shall be the latter of the following: date of the home visit, receipt of the Professional Medical Information Page (PMIP), or approval date provided by the URC.

The URC shall not indicate a Certification End Date; as in all other cases, the Certification End Date shall be no later than the last day of the month prior to the initial face to face LOC evaluation. Continued Stay Review (CSR) evaluations shall be completed at least every 12 months. A URC approved HCBS-CES application is required prior to the CSR Certification Start Date; the certification span shall not otherwise be affected by the approval date provided by the URC.

To receive TCM services an individual must meet all eligibility requirements and be enrolled in the HCBS-CES waiver in accordance with 10 CCR 2505.10, § 8.761.21. An active enrollment date is equivalent to the Certification Start Date. Therefore, CCBs shall not bill for TCM services prior to an individual's HCBS-CES waiver Certification Start Date and financial eligibility.

Attachment(s):

None

Department Contact:

Lindsay Westlund

HCBS Benefits Specialist Lead

Lindsay.Westlund@state.co.us

Karli Cheatham

Entry Point and Case Management Section Lead

Karli.Cheatham@state.co.us