



Dear Case Manager,

Please read this entire email for important Post-Eligibility Treatment of Income (PETI) updates for January 1, 2019.

### **Supplemental Security Income (SSI), Old Age Pension (OAP) and Room and Board Amount Changes**

As stated in the [November 20 2018 Operational Memo](#), effective January 1, 2019:

- SSI amounts will increase to \$771.00
- OAP will increase to \$809.00
- The maximum Room and Board allowed to be charged to a resident of an Alternative Care Facility (ACF) or Supportive Living Program (SLP) will increase to \$695.00 per month.
- The Personal Needs Allowance (PNA) will increase to \$76.00 per month for someone receiving the SSI amount.

The Department of Health Care Policy & Financing (the Department) is working to clarify changes for OAP eligibility impacting some assisted living residents as quickly as possible.

### **Automated PETI and Prior Authorization Request (PAR) Updates for ACF and SLP Residents Scheduled for December 14, 2018**

The Department has developed a method to automatically update PETI calculations for members residing in an ACF or SLP. This automated process will eliminate the need for case managers to manually update PETI worksheets and PARs for the upcoming January 1, 2019, changes. All ACF members will see changes to standard deductions and room and board, while the ACF rate will stay the same. All SLP members will see changes to standard deductions, room and board, and the SLP rate.

The automated update will run over the weekend of December 14 - 16, 2018, and include the following system actions:

- Existing active PETI worksheets for current ACF and SLP members will be automatically end-dated December 31, 2018.
- Existing active PAR lines for procedure codes T2031 and T2033 will be automatically end-dated December 31, 2018.
- New PETI worksheets will be automatically created for all ACF and SLP members that will use the new standard deduction and room and board amounts. Existing income and other deduction fields will be copied.
  - In addition, the rate will be updated for all SLP members.
- New PAR lines for procedure codes T2031 and T2033 will be automatically created beginning January 1, 2019, using the new PETI worksheet calculations.

Case managers should not make changes to existing PETIs or PARs except to correct errors. If a member has multiple PETI worksheets or PAR lines ending December 31, 2018, or later, the automated process will skip those members. Case managers will need to update those PETIs and PARs manually. Department staff will send lists of PETIs and PARs needing manual attention to each case management agency both before and after the automated update process is run.

[After December 16, 2018, please check all new PETIs and PAR lines for accuracy. Case managers must send updated copies of all PETIs and PARs to the member and provider,](#)

whether created manually or automatically.

## **Instructions for ACF and SLP Residents with Certification Dates of January 1, 2019**

For members with certification dates on January 1, 2019, these new PETIs and PARs must be created manually. The automated process will only create new PETIs and PARs for members with certification periods that span across December 31, 2018, and January 1, 2019. This is to prevent creating PETIs and PARs for members who do not have eligibility after December 31, 2018.

For ACF members, the standard deduction and room and board amounts are updated in the Bridge PETI. New PETIs and PARs may be created for ACF members beginning November 26, 2018. Again, manually creating new PETIs and PARs is only needed for members with new certification periods starting January 1, 2019. The automated process will update PETIs and PARs that go past January 1, 2019.

For SLP members, the new SLP rates are expected to be loaded by December 7, 2018. Please do not create new PETIs and PARs for SLP members until notified that the new rates have been loaded. Again, manually creating new PETIs and PARs is only needed for members with new certification periods starting January 1, 2019. The automated process will update PETIs and PARs that go past January 1, 2019.

### **Assistance with PETI and PAR Updates**

Department staff will send lists of PETIs and PARs needing manual attention to each case management agency in the coming weeks, both before and after the automated update process is run. Should case managers require assistance, please instruct them to review the PETI training materials on the [Bridge Training web page](#) under the Resources - Completed drop-down list. For assistance with this process, contact the Care and Case Management (CCM) Help Desk by emailing [CCMhelpdesk@dx.com](mailto:CCMhelpdesk@dx.com) and cc: Sathya Sundaram at [Sathya.Sundaram@state.co.us](mailto:Sathya.Sundaram@state.co.us).

Please check all new PETIs and PAR lines for accuracy. Case managers must send updated copies of all PETIs and PARs to the member and provider, whether created manually or automatically.

Thank you,

Department of Health Care Policy & Financing

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