



COLORADO

Department of Health Care
Policy & Financing

OPERATIONAL MEMO

OPERATIONAL MEMO NUMBER: HCPF OM 19-018

TITLE: HOME AND COMMUNITY-BASED SERVICES (HCBS) CHILDRENS EXTENSIVE SUPPORT (CES) WAIVER POLICY GUIDANCE

SUPERSEDES NUMBER: N/A

ISSUE DATE: MAY 13, 2019

EFFECTIVE DATE: APRIL 19, 2019

DIVISION AND OFFICE: BENEFITS AND SERVICES MANAGEMENT DIVISION, OFFICE OF COMMUNITY LIVING

PROGRAM AREA: HOME AND COMMUNITY-BASED SERVICES

APPROVED BY: BONNIE SILVA

KEY WORDS: CES WAIVER APPLICATION, CASE MANAGEMENT, STATE CONTRACTED REVIEWER, UTILIZATION REVIEW CONTRACTOR, HCBS – CES WAIVER

HCPF Memo Series can be accessed online: <https://www.colorado.gov/hcpf/memo-series>

Purpose and Audience:

The purpose of this Operational Memo is to issue guidance from the Department of Health Care Policy & Financing (the Department) regarding the application used as part of the eligibility determination for the Home and Community-Based Services – Children’s Extensive Support (HCBS-CES) waiver. This memo is targeted to members receiving services through the HCBS-CES waiver, members’ families, case managers, case management agencies, advocates, State of Colorado contracted reviewers, and any other stakeholder involved with the HCBS-CES waiver.

Background:

The HCBS-CES waiver serves children with an intellectual or developmental disability or developmental delay who require a level of care comparable to that of an individual eligible for services through an Intermediate Care Facility for Individuals with Intellectual and Developmental Disabilities (ICF/IDD). Additionally, a child must meet the following targeting criteria: The child demonstrates a behavior or has a medical condition that requires direct human intervention, more intense than a verbal reminder, redirection or brief observation of medical status, at least once every two hours during the day and on weekly an average of once every three hours during the night. The behavior or medical condition must be considered beyond what is typically age appropriate.

Due to the targeting criteria for this waiver, a separate application in addition to the Level of Care (LOC) assessment must be completed by case managers to capture the information.

Information/Procedure:

The Department is working to streamline the CES waiver application process to eliminate duplication. The Department will complete this through a phased approach to allow for time to train involved entities on how to document the necessary targeting criteria appropriately, and where to find this information on the ULTC 100.2.

While this training and other materials are developed and presented, the Department has attached a revised version of the CES waiver application to be used effective immediately. This version of the application contains the most essential information needed to review a member's eligibility for the CES waiver and incorporates stakeholder's suggestions to improve the application.

The revised CES waiver application will be used until further notice is given by the Department, through the Memo series, that eliminates the use of application. The estimated time frame for additional guidance on this topic is Summer 2019.

In Summary:

- 1.) The attached revised CES Waiver Application will be used effective immediately to submit the targeting criteria information to the state contracted reviewer, EQ Health Solutions.
- 2.) The Department will continue to work with stakeholders to develop trainings and any additional materials needed to streamline the application process to remove duplication.
- 3.) The Department will conduct necessary trainings in order to implement the new CES Waiver Application process.
- 4.) The Department will send out a second Operational Memo that gives guidance to eliminate the use of the current CES Waiver Application Summer 2019.

Attachment(s):

CES Waiver Application Revised April 2019

CES Waiver Appendices Revised April 2019

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