

May 14, 2020

Customized Community Supports (CCS) and Community Integrated Employment (CIE) Updated Guidance-DD Waiver

In a continuing effort to stop the spread of COVID-19 by limiting the number of Direct Support Professionals entering homes and to streamline billing processes, all CCS and CIE agencies can discontinue providing staffing supports for in home services. DDS is now able to issue this guidance with the approval of the second version of Appendix K by the Centers for Medicare and Medicaid Services (CMS). The second version of Appendix K includes an increase in rates effective 3/16/2020-6/30/2020 for the following services:

- Supported Living Category 1, \$210.35
- Supported Living Category 2, \$258.69
- Supported Living Category 3, \$339.09
- Supported Living Category 4, \$435.81
- Intensive Medical Living Services, \$468.00
- Family Living, \$140.99
- Family Living Jackson, \$152.77

With the approval of the increased rates for residential services, this will allow CCS and CIE agencies to stop providing staffing supports in the home, thereby limiting the number of DSPs entering and leaving homes. As a result, CCS and CIE agencies can now bill the 80% retainer payment for all individuals in their services beginning from March 16, 2020 through June 30, 2020. In order to charge the 80% retainer payment, CIE and CCS employees should not be laid off, to preserve the workforce.

CCS and CIE Provider agency management must notify the Residential agency management, in writing (email is acceptable), of their intent to stop in home services, including the date that CCS and CIE services will be discontinued. Once arrangements have been made to ensure 24-hour staff in the residence the CCS/CIE Provider may bill the 80% retainer payment. The retainer payment and billing for actual services rendered cannot be combined.

If there is a current arrangement for in home CCS or CIE that is working, the provider agency can continue to bill 100% for the service they are providing. Special planning consideration should be made for those individuals who are working in essential positions that require appropriate job coaching.

Please be aware that the increased rates and retainer payments related to COVID-19 are subject to post payment review.

In order to return to CCS and CIE services an Interdisciplinary Team (IDT) meeting will be required. IDT meeting minutes will be required to document the plan for the individual to return to CCS and/or CIE Services.

It is recommended that agencies charging the 80% retainer payment utilize this time for staff development. Free training resources can be accessed through Partners for Employment via their website at <http://www.cdd.unm.edu/other-disability-programs/partners-for-employment/index.html>.

Quarterly reporting as referenced in the DD Waiver Standards, Chapters 11.6.9, 11.7.3, and 19.4 on the “SELN” spreadsheets for CCS and CIE are waived for Fiscal Year 2020, Quarter 4.

Please direct questions regarding this guidance to Casey Stone-Romero, Community Inclusion Manager, Casey.Stone-Romero@state.nm.us or 505-467-9272.