

## DDW Renewal: Annual Resource Allotment/ Outside Review Process for Adults

**Problem:** The Annual Resource Allotment (ARA) for children was developed in 2007 and served the needs of children at that time. Children have remained in a separate budget development and approval system since that time. The budget ARA has a maximum dollar amount which has not been updated in over 10 years. The 2019 rate increases pushed some children budgets outside the ARA. The proposed 2020 rate increase will likely result in more child budgets exceeding the ARA. This requires case by case fixes in the system to assure the approved budget can be entered. Raising the children’s ARA limits requires significant analysis, validation and commitment to maintain a different Prior Authorization process for children.

**DD Renewal Goal:** DDS is working to align the process for budget development and budget submission for children with that for Adults.

Annual Resource Allotment (ARA) for Children	DDW Outside Review (OR) Process for Adults
<p><b>Budget Approval</b> Relies on ARA plus the ability to purchase other specified services outside the ARA. The ARA is a maximum dollar amount, within which the prior authorized service dollar amounts must fit.</p>	<p><b>Budget Approval</b> DD Waiver services have a set of clinical criteria applied by an Outside Reviewer to determine clinical justification.</p>
<p><b>Parameters of Budget Development:</b></p> <ol style="list-style-type: none"> <li>1. Individual ARA dollar amounts are based upon age and Level of Care (LOC) score of one (1), two (2), or three (3).</li> <li>2. The IDT is responsible for planning within the ARA to achieve the child’s Desired Outcomes and to support the family in caring for the child at home.</li> <li>3. <b>The budget for all services funded within the ARA shall not exceed the ARA maximum dollar amount.</b></li> <li>4. The child’s family may shift the amount or number of units per service within the ARA to accommodate changing needs.</li> <li>5. Some services can be funded outside of the ARA when needed to meet a child’s Desired Outcomes.</li> </ol>	<p><b>Parameters of Budget Development:</b></p> <ol style="list-style-type: none"> <li>1. Service requests based on clinical justification for each service</li> <li>2. The IDT is responsible for planning service type and amount to meet Desired outcomes.</li> <li>3. <b>Each service approval based on individual needs and clinical justification</b></li> <li>4. The child’s family may shift the amount or number of units or make additional requests to accommodate changing needs</li> <li>5. Services funded outside the ARA now, can still be requested to meet child’s Desired Outcomes.</li> </ol>
<p><b>Child Budget Submission Process:</b></p> <ol style="list-style-type: none"> <li>1. CM uses ARA worksheets to help develop the service request within the ARA but are not functional and need updating</li> <li>2. The CM is responsible for timely submission of the ISP and budget or Waiver Services Review Form (MAD 046) to the TPA to avoid any disruption or delays in the approval of services.</li> </ol>	<p><b>Adult Budget Submission Process:</b></p> <ol style="list-style-type: none"> <li>1. The CM engages in Person Centered Planning, completes BWS and collect clinical justification</li> <li>2. The CM is responsible for timely submission of the ISP and Budget Worksheet (BWS) to the OR to avoid any disruption or delays in the approval of services.</li> </ol>

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