



**To:** Executive Directors of Voluntary HCBS Waiver Providers  
Executive Directors of Medicaid Service Coordination Vendors  
Directors of OPWDD DDSOs & DDROs

**From:** JoAnn Lamphere, DrPH  
Deputy Commissioner  
Division of Person Centered Supports

**Date:** June 8, 2015

**Re:** Notification of Home and Community Based Services (HCBS) Waiver Service Changes Effective July 1, 2015

This communication outlines expected changes to Medicaid waiver services and how they are to be billed effective July 1, 2015. This memorandum also provides details about other information that has been shared to date on this issue and what additional information you may anticipate in the weeks to come.

OPWDD continues to work with its partners at the Department of Health (NYSDOH) and the Centers for Medicare and Medicaid Services (CMS) to ensure that all waiver services are provided and paid for in a manner consistent with federal requirements. To ensure compliance with federal requirements, OPWDD will be making changes to Respite services, Prevocational Services, Family Care Residential Habilitation and Supported Employment effective July 1, 2015. These changes affect rate methodologies and in some cases include changes to units of service and Medicaid billing. The proposed rate methodologies for each of the following services can be found on the DOH webpage through the following link:

<http://w3.health.state.ny.us/dbspace/propregs.nsf/4ac9558781006774852569bd00512fda/8cc3684f4b75199685257e2d00578975?OpenDocument>.

Additional information regarding each service appears below:

### **HCBS Waiver Respite Rates**

Beginning with service dates of July 1, 2015, new HCBS waiver Respite rates will be *agency-specific* and will be based upon the methodology contained in regulations submitted to the Department of State on April 7, 2015 (see link above). Waiver Hourly

Respite and Free Standing Respite will be combined into one rate; and costs from the Consolidated Fiscal Reporting (CFR) for the two types of Respite services will be combined. There will be no change in the “unit of service” for billing Respite Services or the billing requirements, however, there will be a new rate code because of the combination of Hourly Respite and Free Standing Respite. The billing requirements for Respite services will continue to be identified in Administrative Memorandum (ADM) 2005-02.

[http://www.opwdd.ny.gov/opwdd\\_regulations\\_guidance/adm\\_memoranda/documents/admin\\_memo200502](http://www.opwdd.ny.gov/opwdd_regulations_guidance/adm_memoranda/documents/admin_memo200502)

### **Supported Employment (SEMP) Unit of Service Change:**

Beginning with service dates of July 1, 2015, the unit of service for SEMP will be changed from monthly to hourly, billed in fifteen minute increments. The allowable services and billing requirements will also change. SEMP will be paid as an OPWDD regional fee based on the location of the SEMP program in which the individual receiving services is enrolled.

The draft regulations for this service change can be found on the OPWDD website at the following location:

[http://www.opwdd.ny.gov/regulations\\_guidance/opwdd\\_regulations/SEMPredesignProposed-text](http://www.opwdd.ny.gov/regulations_guidance/opwdd_regulations/SEMPredesignProposed-text)

A draft Administrative Memorandum (ADM) describing billing requirements will be available in June 2015 in conjunction with provider training that has already been announced (see attached).

### **Prevocational (PV) Service Change:**

After July 1, 2015, there will be two types of PV services: site-based and community-based.

Site-based PV will continue to be a full day/half day unit of service with agency-specific rates that have been adjusted as described in DOH rate setting regulation (see above link to the NYSDOH web site). The billing requirements remain unchanged as described in ADM #2006-03 (<http://www.opwdd.ny.gov/node/1005>).

Community-based PV will be reimbursed as an hourly unit of service billed as a regional fee and billing limits will differ based upon whether the person lives independently, with family, or in a certified residence. The community-based PV fee can be found in the DOH rate setting regulation.

The draft regulations for this service change can be found on the OPWDD website at the following location:

[http://www.opwdd.ny.gov/regulations\\_guidance/opwdd\\_regulations/SiteBasedCommunityPrevocationalServicesProposed-text](http://www.opwdd.ny.gov/regulations_guidance/opwdd_regulations/SiteBasedCommunityPrevocationalServicesProposed-text)

A draft Administrative Memorandum (ADM) describing billing requirements will be available in June, 2015.

### **Agency-Sponsored Family Care (FC) Residential Habilitation**

As of July 1, 2015, the FC reimbursement will transition from an agency-specific rate to one of twenty four regional fees based upon the location of the sponsoring agency and the person's difficulty of care payment level. A sponsoring agency's FC rate setting region is based on the "county code" reported on the first page of the CFR. Information will be available in mid-June of 2015 regarding specific rates and how an agency can submit claims.

There are additional changes for State Sponsored Family Care Services, and these will be communicated to DDSOs in a separate memorandum.

### **Next Steps:**

Additional information on each specific service change will be provided over the next several weeks under separate cover. Please ask that your staff who manage these services pay attention to additional notices and training opportunities released by OPWDD which will give instructions on how to access trainings and when changes will occur. Your staff may opt to receive stakeholder notices from OPWDD by adding their e-mail address to the Stakeholder distribution list at the following link:

<http://www.opwdd.ny.gov/opwdd-email-distribution-list>

Please ask your staff to monitor your agency's "OPA" account for further communications regarding upcoming rate/fee changes. NYSDOH uses the OPA account to communicate rate information to all providers. Any immediate questions can be sent to the Waiver Unit at [PeopleFirstWaiver@opwdd.ny.gov](mailto:PeopleFirstWaiver@opwdd.ny.gov). Thank you for your continuing advocacy for people with intellectual and developmental disabilities.

Cc: Kate Marlay  
Ceylane Meyers-Ruff  
Lucinda Grant-Griffin  
Patricia Downes  
Earl Jefferson  
Donna Cater (DOH)



**Supported Employment at OPWDD is Redesigned!**

On July 1, 2015 new regulations for SEMP will take effect. This meeting will provide an overview of the regulations, billing information, the interrelationship of Pathway and SEMP and OPWDD expectations.

Directors of Supported Employment should plan to attend. OPWDD representatives from Central Office Employment and Meaningful Community Activities, DDRO regional staff and Central Office Medicaid Billing will present information and answer questions.

Check One	Date	Time	Location
	June 2, 2015	12:30pm-4:00pm	Hauppauge, NY
	June 8, 2015	12:30pm-4:00pm	Tarrytown, NY
	June 9, 2015	12:30pm-4:00pm	Manhattan, NY
	June 19, 2015	9:30am-12:30pm	Schenectady, NY
	June 22, 2015	12:30pm-4:00pm	Buffalo, NY
	June 23, 2015	12:30pm-4:00pm	Rochester, NY
	June 24, 2015	12:30pm-4:00pm	Syracuse, NY

**Space is limited to 2 representatives from each OPWDD funded Supported Employment Provider**



Register online at

<http://humanservicesed.org>

<b>Organization</b>		
<b>Representative 1 SE Manager</b>	<b>Name</b>	<b>Email/Phone Number</b>
<b>Representative 2 SE Supervisor</b>	<b>Name</b>	<b>Email/Phone Number</b>

Email / fax completed registration form to The Center  
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