

State Paid Service to Willowbrook Class Members who are not MSC Enrolled 2012

Purpose: Voluntary provider agencies can be authorized to provide case management/service coordination to Willowbrook Class Members who are not eligible for Medicaid Service Coordination (MSC) due to the living setting of the Class Member. To reimburse provider agencies for case management/service coordination -

1. The OPWDD DDRO identifies the Willowbrook class member and the provider agency that will provide the necessary services to the class member residing in a setting that prevents the individual from being enrolled in MSC.
2. If the Willowbrook class member resides in an ICF, in addition to the service received from the ICF provider, additional court ordered services also need to be provided and when provided by a voluntary provider agency will be referred to as “**Willowbrook Case Services**” (WCS).
3. If the Willowbrook class member resides in a setting other than an ICF, but which prevents the individual from being enrolled in MSC, certain court ordered services need to be provided and when provided by a voluntary provider agency will be referred to as “**Willowbrook Service Coordination**” (WSC).
4. The DDRO will identify a provider agency specific Price ID (**third letter “V”**) and is responsible for transmitting to the OPWDD Rate Setting Bureau the price template with the provider agency specific Price ID and appropriate price:

For WCS monthly fee = \$237.17

For WSC monthly fee = \$474.34

5. The DDRO is responsible for entering the Willowbrook class member who resides in a setting that prevents MSC enrollment into OPWDD CSEP with the provider agency specific WCS or WSC Price ID and begin service date.
6. The DDRO will give each provider agency instructions on documentation of service and how to claim reimbursement.
7. Provider agencies submit claims to OPWDD Central Operations (Payment Processing – **address provided on bottom of Billing Form**), on a monthly basis. A claim for reimbursement must include a Voucher and State Paid Services Billing Form (available on the OPWDD website www.opwdd.ny.gov under Resources/Forms/Payment Processing Unit Billing Forms and Instructions). Service Type will be identified as “MSC” because assigned Price ID will have a third letter of “V”.
8. Pre-payment edits are in place to prevent payment of WCS and WSC being made if:
 - a. Provider doesn't have price established under Price ID identified on Billing Form
 - b. Individual is not identified as Willowbrook class member in OPWDD TABS
 - c. Individual is not a resident of an ICF for the month WCS is being billed
 - d. Individual is HCBS enrolled for the month WSC is being billed