



*ELECTRONIC MAIL – NO HARD COPY TO FOLLOW*

June 27, 2013

Dear PCSS Provider:

This correspondence is being sent to inform OPWDD Plan of Care Support Services (PCSS) providers of changes that will be implemented effective September 1, 2013. These changes will impact the way PCSS providers submit claims for reimbursement from both Medicaid and OPWDD.

**PLEASE SHARE THIS COMMUNICATION WITH YOUR FISCAL/BILLING STAFF.**

Background

Effective 10/1/2012, Regulations at 14 NYCRR Subdivision 635-10.5(a) were amended to formally recognize programmatic and payment changes to PCSS. While these changes are detailed in regulation and in Administrative Memorandum #2012-06, this correspondence is being sent to specifically address the required billing changes related to, 1) the availability of a one-time initial PCSS payment for individuals who have never been enrolled in OPWDD's Home and Community Based Services (HCBS) Waiver or in Medicaid Service Coordination (MSC) and, 2) the availability for payment of up to four PCSS services per year. OPWDD has established new rate codes to be utilized for billing PCSS. These new PCSS rate codes will be billed under the provider ID that is specifically utilized for OPWDD various services (e.g., Day Habilitation, Prevocational Services) using Locator 011 (regardless of the district that authorizes the service).

OPWDD has separately contacted those agencies providing PCSS that do not currently have an OPWDD various services provider ID so one can be established in the eMedNY system.

These changes will be effective for PCSS delivered on or after 9/1/2013 (billing date of service 10/1/2013).

What is changing?

Currently PCSS is billed by authorized voluntary HCBS Waiver providers utilizing rate code 4495. For services delivered on or after 9/1/2013, the rate codes listed in the table below will be utilized for billing PCSS. OPWDD will be setting provider PCSS fees loaded under rate code 4495 to zero effective 9/1/2013. Additionally, providers will only be able to bill these new rate codes with a date of service that is the first of the month following service delivery – service provided in the month of September 2013 will have a 10/1/13 billing date of service.

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Rate Code	Description	Billing Frequency	Billing Date of Service
4735	Plan Care Sup Serv – Initial, Vol	Billed only once (lifetime limit) for individuals who never enrolled in the HCBS Waiver or MSC	Always first day of month following service delivery
4736	Plan Care Sup Serv – Regular, Vol	Up to four services allowed per year	Always first day of month following service delivery

For individuals authorized to receive PCSS who are not enrolled in the HCBS Waiver or who are simultaneously enrolled in the HCBS Waiver and Early Intervention (EI), OPWDD will be making available two updated billing forms for claims that will be submitted to the Payment Processing Unit in the OPWDD Bureau of Central Operations. The updated forms will be available on the OPWDD website prior to October 1, 2013. The current State Paid Services Billing Form will be revised to indicate use only when claiming PCSS provided prior to 9/1/2013 and a new PCSS Billing Form will be available for service 9/1/2013 and after.

With the changes being put in place 9/1/2013, agencies who serve individuals who are simultaneously enrolled in the HCBS Waiver and Early Intervention (EI) and provide PCSS after 9/1/2013, will no longer need to submit claims to Medicaid for denial and then submit the claim to OPWDD. Instead PCSS claims for EI enrolled individuals receiving services 9/1/2013 and after can be submitted directly to OPWDD using the new PCSS Billing Form. OPWDD will be tightening pre-payment edits for PCSS so if an HCBS enrolled individual is claimed for OPWDD reimbursement and the individual is no longer eligible for EI services based on age, the claim will deny.

Provider Notification

OPWDD intends to transmit PCSS fees to Medicaid in early September 2013. When the fee transmittals take place, your agency will receive notification from the New York State Department of Health (DOH) that the fees have been loaded and are available for claim submissions effective 10/1/2013. Additionally, you will also receive separate notification from DOH that your existing PCSS fees under rate code 4495 are being set to zero effective 9/1/2013. Your agency will still be able to submit claims under rate code 4495 for any dates of service prior to 9/1/2013, subject to Medicaid claim submission timeframes

Programmatic and Regulatory Requirements

As stated earlier in this correspondence, OPWDD promulgated regulations effective 10/1/2012 to address changes to PCSS. The regulations are specified at 14 NYCRR 635 Subdivision 635-10.5(a). A copy of the amended regulations is available on OPWDD’s website at the following link:

[http://www.opwdd.ny.gov/regulations\\_guidance/opwdd\\_regulations/PCSS\\_requirements\\_final\\_regs\\_text](http://www.opwdd.ny.gov/regulations_guidance/opwdd_regulations/PCSS_requirements_final_regs_text)

In addition, OPWDD issued Administrative Memorandum (ADM) #2012-06 detailing the program and payment standards for PCSS effective 10/1/2012. A copy of this ADM is also available on OPWDD’s website at the following link:

<http://www.opwdd.ny.gov/node/2561>

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Contacts

Questions regarding program and policy standards can be addressed to Eric Pasternak via email at [Eric.Pasternak@opwdd.ny.gov](mailto:Eric.Pasternak@opwdd.ny.gov) . Questions regarding billing eMedNY for HCBS Waiver enrolled individuals can be directed to Matt Breslin via email at [Matthew.Breslin@opwdd.ny.gov](mailto:Matthew.Breslin@opwdd.ny.gov). Questions regarding billing OPWDD for 100% state funded PCSS can be directed to Cheryl Stoll via email at [Cheryl.Stoll@opwdd.ny.gov](mailto:Cheryl.Stoll@opwdd.ny.gov).

Sincerely,



Karla J. Smith  
Director of Central Operations

cc: DDSOO and DDRO Directors and Deputy Directors  
Mr. Pasternak  
Ms. Stoll  
Mr. Breslin  
Mr. Jefferson