

<b>Topic:</b>	<b>Rate and Dates- Timelines for Provider Agency Rate Changes</b>
	<b>Date Issued/Updated:</b> 7/1/2022

## Overview

This guide details the timelines for agency provider rate changes on or after July 1, 2022 when a new ONA assessment has been complete or an exceptional rate expires.

**Description:** This policy guide describes when an agency provider service rate changes and the timelines for implementation of a new rate when a new assessment is complete or an exception expires.

**Applicability:** Case managers have a responsibility to ensure that the services are authorized accurately in the eXPRS payment system. This information also provides guidance for providers so they may make adjustments to operations in accordance with a change in service payment.

This guide applies to service provider rate changes for the following services:

- 24-Hour Residential Program Settings
- Host Homes
- Day Support Activities
- Employment
- Community Living Supports (In-Home Provider Attendant Care Agency Rate Only)

## **Procedure(s) that apply:**

### Provider Agency Service Rate Changes- No Exception:

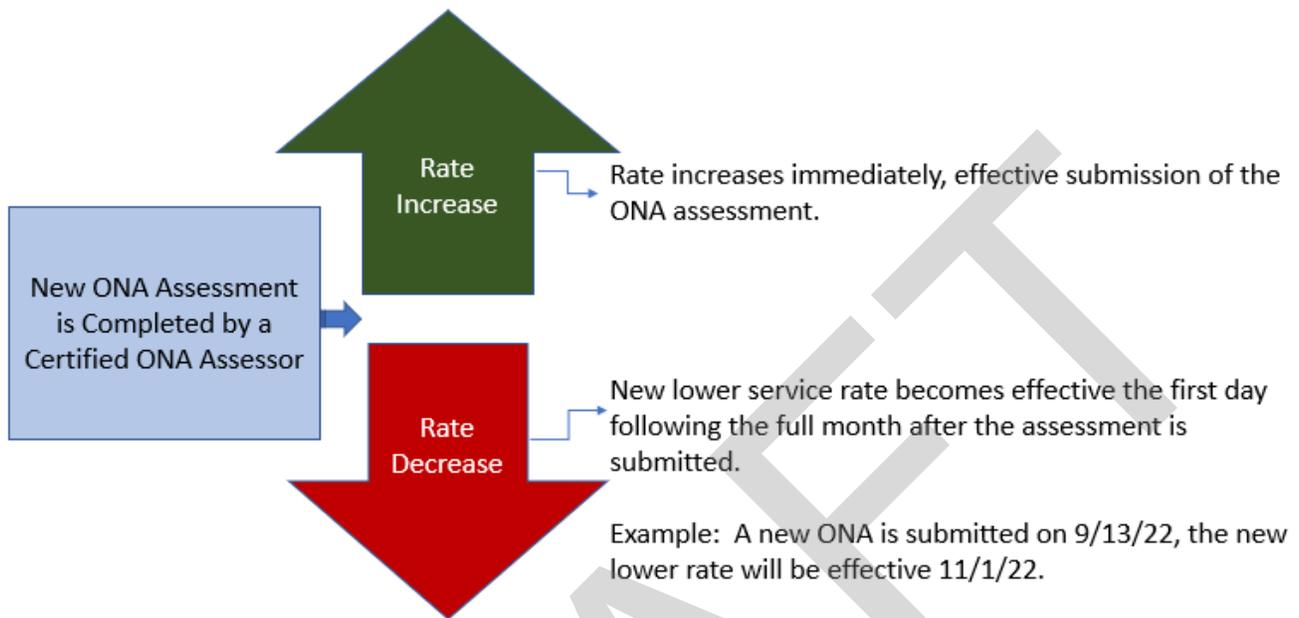
This section applies to situations where there are no service rate exceptions in place for the individual.

When an ONA assessment results in a change in payment category, the effective date of the new rate depends on whether the change results in an increase or decrease in the agency provider service rate.

If the service rate will increase based on the new assessment, the new rate will be updated immediately upon submission of the ONA.

If the service rate will decrease based on the new assessment, the new rate becomes effective

the first day of the month after the full month following the assessment submission date. In the graphic below, the assessment was completed on September 13, 2022. October would be considered the next full month and the new rate would be effective November 1, 2022. This transitional time allows the provider to make adjustments to resources aligning with the new individual service rate.



### Provider Agency Service Rate Changes- With an Approved Exception:

This section applies when an individual has an agency provider service rate exception.

A provider service rate exception will usually have one or two types of expiration- a specific expiration date or an expiration based on a change in need.

When an individual has a time-limited exception which is an approval for a provider service rate for a stated amount of time, the rate will end on the date indicated in the exception approval document issued by ODDS.

In other situations an exceptional provider service rate will be authorized until the individual has a change in need or a change in payment category.

When an ONA assessment is conducted because of a change in need or an ONA assessment results in a change of payment category and the new service rate determined by the ONA goes down, the exceptional rate will expire at the end of the full month following the assessment.

For example, an individual with an exceptional provider service rate has an ONA submitted on November 22, 2022 that results in their payment category changing from a Payment Category 4 to a Payment Category 3, then the exception expires on December 31, 2022 and the new Service Group 3 rate is effective January 1, 2023.

When ONA assessment is conducted because of a change in need or an ONA assessment results in a change of payment category and the new service rate determined by the ONA is higher than the current exceptional rate, the change in service rate to the new higher rate is effective immediately (upon submission of the ONA). For example, a person has an exceptional service rate with an add-on of \$200 per day, but the ONA submitted on November 2, 2022, determines a new payment category with a service rate of \$250 per day, then the new service rate of \$250 becomes effective on November 2, 2022.

### Situations When an Individual Needs an Exception:

Whenever there is a change in individual need or it is identified that an individual needs an exception, the case manager must review (in collaboration with the ISP team), the individual's most recent ONA assessment to determine if it accurately reflects current needs.

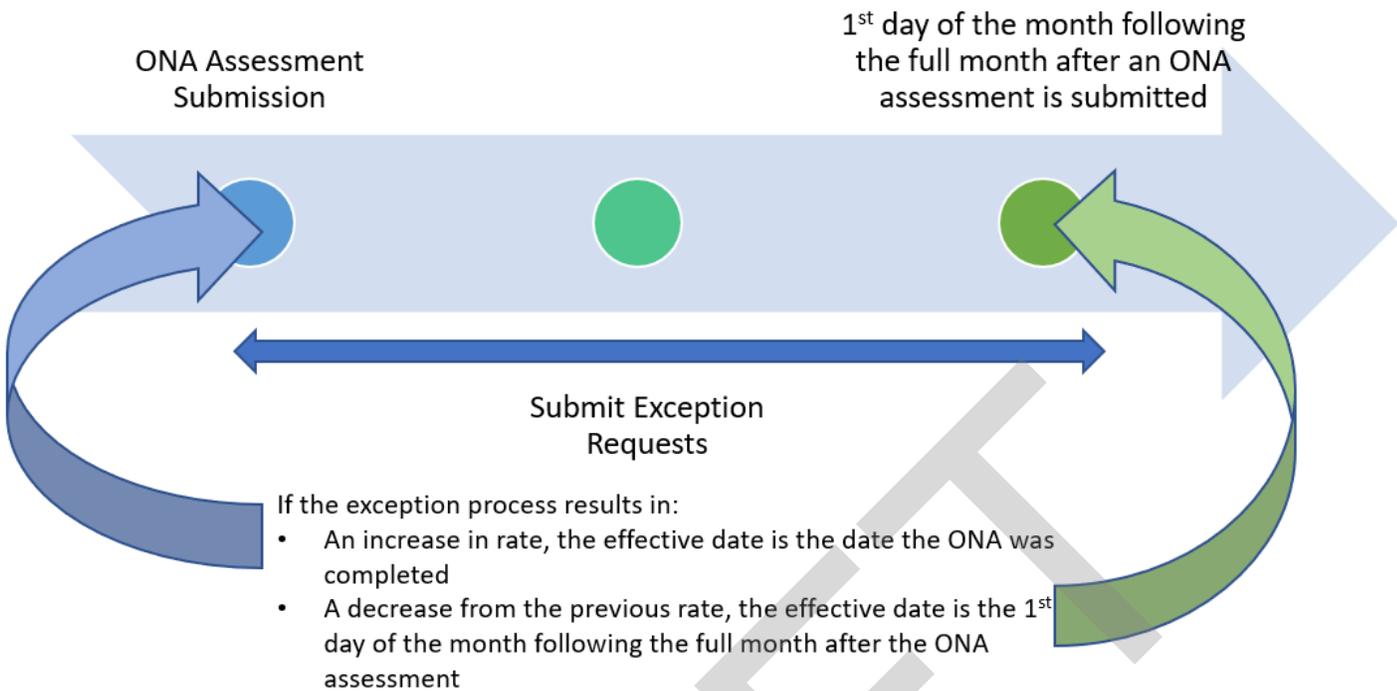
If the ONA does not reflect the current needs of the individual, a change in need assessment should be conducted by a certified ONA assessor prior to requesting an exception.

Once an ONA is verified to reflect the individual's current support needs, and it is determined that more resources than are available through the payment category assigned to the individual are necessary to keep the individual or others safe, a provider rate exception may be requested.

In some circumstances, an approval may be authorized retro-actively to address the time between when the services provider requested additional funding and began implementing the exceptional level of support, and the time an approval decision was granted by ODDS. Retro-active authorizations are limited to specific agency provider service rate exceptions, will not exceed 60 days prior to the ODDS exception decision date, and the provider must be able to demonstrate that services commensurate with the exceptional rate were provided.

If an individual had an exceptional service rate has a change in need assessment and it is determined that an exception is still needed after the payment category changes, a timely exception request should be made to ODDS with the case manager working with the provider to compile the information and complete the exception request.

Approved exception requests submitted between the assessment date and the expiration of the current exception (the end of the full month following the assessment completion), will have their approval date adjusted to ensure continuity of available resources. If the exceptional approval results in an increased rate, the approval will be effective the date of the new ONA. If the new exceptional rate approved is a lower rate than the previous exceptional rate, the effective date will be the date the new lower rate would have been implement. In the example above with an individual who has an assessment completed on November 22, 2022, and the new exceptional rate is lower than the previous exception rate, the new exceptional rate will be effective January 1, 2023 (the first of the month following the full month after the assessment).



### **Form(s) that apply:**

ODDS Funding Review and Exception Request Form- DHS 0514:  
<https://sharedsystems.dhsoha.state.or.us/forms/>

### **Contact(s):**

[ODDS.FundingReview@dhsoha.state.or.us](mailto:ODDS.FundingReview@dhsoha.state.or.us)