

DeAnna Hartwig

Authorized Signature

Number: SPD-IM-10-042

Issue Date: 6/2/2010

Topic: Developmental Disabilities

Subject: Service Enrollment End Dates For Individuals Who Have Left Services or Are Deceased

Applies to (check all that apply):

- | | |
|--|---|
| <input type="checkbox"/> All DHS employees | <input type="checkbox"/> County Mental Health Directors |
| <input type="checkbox"/> Area Agencies on Aging | <input type="checkbox"/> Health Services |
| <input type="checkbox"/> Children, Adults and Families | <input type="checkbox"/> Seniors and People with Disabilities |
| <input checked="" type="checkbox"/> County DD Program Managers | <input checked="" type="checkbox"/> Other (please specify): DD Services Coordinators, DD Central Office Staff |

Message: This transmittal is to clarify which date is to be used as the service end date on the DHS 0337, the Foster Care Data Change form, and Client Prior Authorizations (CPAs) in eXPRS for individuals who have terminated services, or are deceased.

DMAP provider payment regulations and SPD IGA contract language stipulate that payment cannot be made for the date of service termination (eg: date of discharge, dis-enrollment, or due to death). Therefore the end date (ie: the last day of service) listed on an individual's **DD Foster Care Data Change Form** or **Client Prior Authorization** (CPA) in eXPRS would be the date immediately **prior** to the date of service termination, service discharge, or death.

For example: if John Smith's services are to be ended as he has died and his date of death is 2/15/2010, the end date of his services (ie: the last date of his services to be paid) would be 2/14/2010.

If you have any questions about this information, contact:

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