

# Information Memorandum Transmittal Developmental Disabilities Services



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**Number: APD-IM-18-021**

**Issue date: 3/9/2018**

**Topic:** Developmental Disabilities

**Due date:**

**Subject:** eXPRS release delay - AR 18-010 and 18-019 dates delayed

**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: {Select type} | <input type="checkbox"/> Health Services   |
| <input type="checkbox"/> Aging and People with Disabilities    | <input checked="" type="checkbox"/> Office of Developmental Disabilities Services (ODDS) |
| <input type="checkbox"/> Self Sufficiency Programs             | <input type="checkbox"/> ODDS Children's Intensive In Home Services                      |
| <input checked="" type="checkbox"/> County DD program managers | <input type="checkbox"/> Stabilization and Crisis Unit (SACU)                            |
| <input type="checkbox"/> ODDS Children's Residential Services  | <input type="checkbox"/> Other ( <i>please specify</i> ):                                |
| <input type="checkbox"/> Child Welfare Programs                |  |

**Message:**

The eXPRS release which contains the Eligibility and Enrollment functionality which was anticipated 3/14/2018 has been delayed. At this time it is anticipated that the eXPRS release will take place at the soonest 3/27/2018 and may be as late as April 2018. Until this release takes place, the requirements for Eligibility and Enrollment in eXPRS as outlined in AR 18-10 (Eligibility in eXPRS), AR 18-019 (New Level of Care), as well as the Eligibility and Enrollment Worker Guide and Instructions will be delayed as they relate to directly entering eligibility information in eXPRS.

ODDS will continue to host the Webinar for Eligibility Specialists and Eligibility Specialist Processors, 3-14-18 at 9:00am to go over the new Eligibility Specialist section of the LOC, as well as some screen shots to demonstrate some of the new eXPRS functionality. To register for the webinar, please visit this website:  
<https://register.gotowebinar.com/register/8398218635664128771>

It was required that by 3-5-2018 your CDDP indicate who in your CDDP would need to be enrolled in eXPRS as an Eligibility Specialist or Eligibility Specialist Processor. If you have not submitted this information, please submit it to ODDS as soon as possible.

At this time, it is advised that the new LOC dated 3/18 continue to be used if your CDDP has already started to use it, as it will help prepared for the release. In order to do so, the Eligibility Specialist would need to complete the new ES section of the LOC rather than enter the information directly into eXPRS. However, it is not required at this time and the 2017 LOC will continue to be accepted until the eXPRS release occurs.

Additionally, if you were notified that your CDDP had individuals without a primary diagnosis, we continue to need the primary diagnosis for eXPRS if you have not yet submitted that information.

As a reminder, even after the release, until the ONA is formally being used for assessments, the new waivers are in place and rules are updated to reflect the new LOC process (as a part of the ONA), LOCs continue to need to be submitted to ODDS for D&E approval.

*If you have any questions about this information, contact:*

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