

Information Memorandum Transmittal Developmental Disabilities Services



Lilia Teninty

Authorized signature

Number: APD-IM-19-058

Issue date: 8/30/2019

Topic: Developmental Disabilities

Due date:

Subject: Direct Nursing Services for adults residing in 24 Hour residential settings.

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 checked="" type="checkbox"/> Stabilization and Crisis Unit (SACU) |
| <input type="checkbox"/> Support Service Brokerage Directors | <input checked="" type="checkbox"/> Other (<i>please specify</i>): Licensed 24 hour residential providers |
| <input type="checkbox"/> ODDS Children's Residential Services | |
| <input type="checkbox"/> Child Welfare Programs | |

Message:

In the second year of the 2019-2021 biennium, the Office of Developmental Disabilities Services (ODDS) is planning to implement a new Burns and Associates rate model for adult group home services. The new rate model unbundles payment for Direct Nursing Services, which is included in the current rate. Consequently, when the new rate model is implemented, Direct Nursing Services will be delivered and invoiced separately from the group home services and rate.

Direct Nursing services are defined as services determined medically necessary to support an individual (21 years of age and older) with complex health management supports provided on a shift staff basis.

Any agency intending to deliver Direct Nursing Services (DNS) to eligible individuals, 21 years of age and older, with intellectual or developmental disabilities, must be endorsed to deliver Direct Nursing Services per OAR 411-380 at the time that ODDS implements the Burns and Associates proposed group home rates. Individuals residing in group homes will then have a choice among qualified providers to deliver DNS.

They may choose their current group home provider, if the provider is endorsed to deliver Direct Nursing Services, or they may choose any other qualified provider.

In preparation for the Burns and Associates proposed rate implementation (subject to CMS approval) the following actions are necessary:

A. Office of Developmental Disabilities Services will complete DNS criteria assessments for individuals living in group home settings

1. ODDS Health Management Specialist is coordinating criteria assessments with individuals, families, provider agencies and service coordinators.
2. **If determined eligible for DNS:** ODDS will send an ODDS Memorandum of Direct Nursing Assessment Results to the individual, provider and service coordinator. Criteria will be effective for one year (through end of the month that the criteria is completed)
3. **If determined not eligible for DNS:** ODDS will send an ODDS Memorandum informing the individual, provider and service coordinator that the individual did not meet criteria.
 - i. If another assessment is requested by the individual or legal guardian, closer to the implementation of the Burns and Associate rates, the ODDS Health Management Specialist will complete another criteria and if determined not eligible, a Notification of Planned Action will be issued with hearing rights.
 - ii. If determined eligible, an ODDS Memorandum of Direct Nursing Assessment Results will be sent to the individual, provider and service coordinator.
4. Criteria assessments will be completed no later than December 31, 2019 (see transmittals APD-AR-18-029 & APD-AR-18-060). Individuals were identified by each CDDP during the Fall 2018 as potentially being eligible for DNS.

If your CDDP has not contacted ODDS or feel there may be someone new or someone overlooked from previous lists please send an email to the ODDS RN.Support@state.or.us mailbox with a subject line of 'DNS criteria for 24-hour unbundling'.

B. Enrollment Process for Medicaid Certified Agencies.

Direct Nursing Services must be delivered by qualified Medicaid Direct Nursing Agency Providers and 24-hour residential agencies may apply to

become qualified Medicaid Direct Nursing Agency Providers.

This means that individuals, 21 years of age and older, regardless of where they reside, (in their own home, adult foster care or 24-hour residential homes) may choose the agency endorsed to deliver DNS.

Enrollment is a two-step process.

1. Agencies with a DD Medicaid Agency Certificate (OAR 411-323), must complete the application for the endorsement to OAR 411-380 as outlined in OAR 411-323.
2. After the Agency has received the approved endorsement from the ODDS licensing office, the agency must then submit Oregon Health Authority enrollment forms to the ODDS.RNsupport@state.or.us e-mail box with the subject line 'DNS-24hour Agency enrollment'. The ODDS worker guide "Direct Nursing Services-Medicaid Provider Enrollment" will be updated.
3. Agencies will receive notification of approval as a qualified Medicaid DNS provider and an assigned Medicaid number.

It is strongly recommended agency providers applying for the endorsement to deliver Direct Nursing Services, allow a minimum of 3 months to complete the entire process.

C. CDDP's will complete choice counseling for individuals eligible for Direct Nursing Services

1. Individuals (or their guardians) residing in 24-hour residential services who have been determined eligible for Direct Nursing Services by the ODDS Health Management Specialist, have the choice among qualified DNS providers and service coordinators will need to have a discussion with the individual and/or guardian regarding their choice of qualified DNS provider. This conversation can occur, and should be documented in a progress note, after the individual receives an ODDS Memorandum of Direct Nursing Assessment with authorized Direct Nursing Monthly Hours. For those who have an interest in choosing a DNS Provider other than their current group home provider please send email to the ODDS.RNsupport@state.or.us e-mail box with subject line 'choosing DNS provider other than current group home' for next steps.

As the implementation date gets closer, the ODDS worker guide "Direct Nursing MMIS Authorization and Payment Procedures" will be updated on the DD Case Management Tools website found at <http://www.dhs.state.or.us/spd/tools/dd/cm/> An Information Memo will be sent to the field as applicable worker guides are updated.

To help answer questions for 24-hour group home residential providers and CDDP's,

ODDS has scheduled three (3) separate one-hour long conference call-ins. The schedule of call-ins is as follows:

September 25th, Wednesday 11:00am- 12:00pm

October 7th, Monday 10:00am – 11:00am

October 22nd, Tuesday 12:00pm- 1:00pm

The conference call-in number for all three calls is 877-873-8017 guest code 772325#

Questions related to the transition of unbundling Direct Nursing Services and the content in this transmittal must be sent to ODDS.RNsupport@state.or.us no less than one week before each conference call. Questions may be asked during each call but may only be noted with a response provided at the next conference call.

If you have any questions about this information, contact:

Contact(s): Ken Ralph, ODDS Program Analyst	
Phone: 503 947-5191	Fax: 503 373-7274
Email: ken.j.ralph@state.or.us	