

Cathy Cooper

Authorized Signature

Number: SPD-PT-10-011
Issue Date: 3/5/2010

Topic: Developmental Disabilities

Transmitting (check the box that best applies):

- New Policy
 Policy Change
 Policy Clarification
 Executive Letter
 Administrative Rule
 Manual Update
 Other: _____

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): SPD DD Regional Coordinators; SPD DD Systems Coordination Unit; DD Diagnosis & Evaluation Coordinators |

Policy/Rule Title:	DD Service Eligibility System Coding for Children		
Policy/Rule Number(s):		Release No:	
Effective Date:		Expiration:	
References:			
Web Address:			

Discussion/Interpretation: This transmittal is a clarification of DD service eligibility system coding policy and procedures as implemented by the DD Provider Technical Support Unit (formerly DD Provider Payment Unit – DDPPU).

All DD service eligibility for children is provisional, pending re-evaluation and service eligibility re-determination for DD services as an adult. CMS also requires for those individuals receiving TXIX Waiver services, the re-offer of choice between institutional or community based services when individuals reach adulthood (at age 18 yrs old).

The following procedures have been implemented to ensure that a child’s service eligibility coding is consistent with these requirements:

1. Beginning immediately, for new **DD Eligibility/Enrollment/ Update** (DHS 0337) **Forms** received, service coding for children with a DD eligibility qualifying condition of Mental Retardation will end on the day prior to the child's 18th birthday. (For example, for a child with a date of birth of 7/15/1995 and a qualifying condition of MR, their service eligibility coding will end on 7/14/2013; the day before their 18th birthday.)
2. In addition, service coding for children with a DD eligibility qualifying condition of a developmental disability OTHER than Mental Retardation will end on the day prior to the child's 22nd birthday.
3. CDDPs must re-determine eligibility for all children who plan to continue to receive DD services as an adult within the established eligibility re-determination timelines. CDDPs must also submit an updated **DD Eligibility/Enrollment/ Update Form** (DHS 0337) reporting that new adult eligibility information and qualifying conditions for the individual, as well as a newly signed **TXIX Waiver Form** (DHS 0520), when applicable.

While adult eligibility for DD services can be determined as early as 16.5 years old, the TXIX Waiver Form must be signed by the individual AFTER they have turned 18 years old.

PLEASE NOTE: Being attentive and proactive to DD service eligibility re-determination timelines, as well as timely submission of the required DHS 0337 and TXIX Waiver forms for children who are transitioning to adult services is **VITAL**. Targeted case management encounters and provider claims for payment that are submitted in eXPRS for service dates after the child's case coding has ended will suspend or deny, unless the required paperwork has been submitted to the DDPTSU and new case coding segments have been added to the system to reflect the individual's adult DD service eligibility. In some cases, if there is a significant time lapse in service eligibility, the individual's current CPA(s) will need to be ended, and new CPA(s) created to align with the new service eligibility date segments.

4. Beginning April 1, 2010, the DDPTSU will begin updating existing coding in the service eligibility system to adjust coding end dates to align with this policy.
5. The DDPTSU will also begin collecting and recording the qualifying conditions reported for an individual's DD service eligibility. See [<SPD-AR-10-012 regarding Primary Diagnosis Information on the DD Eligibility/Enrollment/ Update Form \(DHS 0337\)>](#). From this information we will be able to analyze qualifying condition data, which will allow for more accurate service eligibility coding in the system.

Implementation/Transition Instructions:

Training/Communication Plan: This transmittal, as well as communication to CDDP partners via standard meetings.

Local/Branch Action Required: Re-determine client eligibility & submit required documentation as outlined above.

Central Office Action Required:

Field/Stakeholder review: Yes No

If yes, reviewed by:

Filing Instructions:

If you have any questions about this policy, contact:

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