

Lilia Teninty

**Authorized Signature**

**Number:** APD-PT-16-044

**Issue date:** 11/29/2016

**CORRECTED**

**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"/> Aging and People with Disabilities    | <input checked="" type="checkbox"/> Office of Developmental Disabilities Services(ODDS)   |
| <input type="checkbox"/> Self Sufficiency Programs             | <input checked="" 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 checked="" type="checkbox"/> Other (please specify): CDDP Service Coordinator's, Support Service Personal Agents and Support Service Brokerage Directors |
| <input type="checkbox"/> Child Welfare Programs                |   |

Policy/rule title:	Direct Nursing MMIS Provider Enrollment Deadline		
Policy/rule number(s):		Release no:	v.1
Effective date:	1/1/2017	Expiration:	1/31/2017
References:			
Web address:	<a href="http://www.dhs.state.or.us/spd/tools/dd/cm/Direct%20Nurse%20Services-Medicaid%20Provider%20Enrollment%20Worker%20Guide.pdf">http://www.dhs.state.or.us/spd/tools/dd/cm/Direct%20Nurse%20Services-Medicaid%20Provider%20Enrollment%20Worker%20Guide.pdf</a>		

**Discussion/interpretation:**

Effective January 1, 2017 all providers of waived Direct Nursing Services (DNS) must be enrolled in the Medicaid Management Information System (MMIS). The Office of Developmental Disabilities Services has been working with existing providers of Direct Nursing Services to complete the enrollment process.

Effective January 1, 2017 all Direct Nurse providers, including those in transition or new potential applicants, may not be authorized to provide Direct Nursing Services until they have completed enrollment and been approved as an MMIS provider. Commencing with January 2017 services, all Direct Nurse providers will be authorized and paid through the Medicaid Management Information System (MMIS).

**Implementation/transition instructions:**

Potential Direct Nurse Service provider applicants must complete a provider enrollment application, show proof of professional liability insurance and pass a Criminal Background Check. Providers can obtain enrollment packets (that include instructions and directions where to send completed forms) by sending a request to [ODDS.RNsupport@state.or.us](mailto:ODDS.RNsupport@state.or.us). The MMIS enrollment unit will notify the provider applicant when enrollment is complete including the assignment of a Medicaid number and the effective start date to provide services. Case Managers (Community Developmental Disabilities Program & Support Service Brokerage) should refer to the [Direct Nurse Services Medicaid Provider Enrollment Worker Guide](#) which describes the enrollment procedures.

Direct Nurse Service providers currently being paid by a Community Developmental Disabilities Program with DD57 funding (not already enrolled in MMIS for DNS) will continue to be paid with DD57 funding for services rendered through December 31, 2016. Services delivered in January, 2017 must be authorized through MMIS and all providers of Direct Nursing Services must be enrolled as an MMIS provider no later than December 31, 2016.

For payments made to Adult Foster Care providers through the Community Based Care (CBC) payment adjustment process, ODDS central office will adjust the approved rates. This means that any rate which includes hours and funds for nursing services, will be adjusted so that nursing hours/funds are removed from the CBC payment effective for services delivered January 1, 2017 and later. CDDP's will not need to complete or submit a DDEE0337 form, but will have access to view the forms when they have been adjusted. Effective with January 2017 enrollments the Technical Assistance Unit will no longer allow nursing hours in section five of the form.

**Training/communication plan:** For questions about enrollment please refer to the [Direct Nurse Services Medicaid Provider Enrollment Worker Guide](#)

**Local/branch action required:** Case Management Entities who support individuals, family and AFH providers with Direct Nursing Services must communicate the enrollment requirement deadlines.

**Central office action required:** Upon receipt of a fully completed Provider enrollment packet ODDS will send it to the Oregon Health Authority MMIS Enrollment unit. CME's will be notified when a Direct Nurse Provider has been approved.

**Field/stakeholder review:**  Yes  No

**If yes, reviewed by:**

**Filing instructions:**

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

<b>Contact(s):</b>	Ken Ralph		
<b>Phone:</b>	503-947-5191	<b>Fax:</b>	503-373-7274
<b>Email:</b>	<a href="mailto:Ken.J.Ralph@state.or.us">Ken.J.Ralph@state.or.us</a>		

OBSOLETE