Policy Transmittal

Developmental Disabilities Services

Anna Lansky

Authorized Signature

Number: APD-PT-17-034

Issue date: 8/25/2017

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):

☐ All DHS employees  ☑ County Mental Health Directors
☐ Area Agencies on Aging  ☑ Health Services
☐ Aging and People with Disabilities  ☑ Office of Developmental Disabilities Services (ODDS)
☐ Self Sufficiency Programs  ☑ ODDS Children’s Intensive
☐ County DD Program Managers  ☑ In Home Services
☐ ODDS Children’s Residential Services  ☑ Stabilization and Crisis Unit (SACU)
☐ Child Welfare Programs  ☑ Other (please specify): County Services Coordinators, 24 Hour Residential Programs, Supported Living Programs

Policy/rule title: 21 day bed hold allowance

Effective date: September 1, 2017  Expiration: Ongoing

References:

Department of Human Services 2017-2019 Legislatively Adopted Budget Summary
AR-16-011 Expectations of providers of Service Elements 50, 51 and 142 to report absences
24 Hour Residential DD50 Standards and Procedures
Supported Living Services DD51 Standards and Procedures
Children’s Residential DD142 Standards and Procedures

Discussion/interpretation:

In the 2017 Legislative Session agency approved budget Office of Developmental Disabilities Services (ODDS) was directed to reduce the number of days ODDS pays general funds for absences from 24 hour residential and supported living programs.

ODDS has paid these programs for up to 45 days of bed hold per year for individuals.
who are absent from the setting. Effective September 1, 2017 the maximum number of absences that will be paid by ODDS is being reduced from 45 days to 21 days per year.

**Implementation/transition instructions:**
Providers should continue to report the absences of individuals enrolled in their programs as described in AR-16-011 Expectations of providers of Service Elements 50, 51 and 142 to report absences. ODDS will pay for a maximum of 21 days of absences reported per year.

ODDS is updating the Standard and Procedures to incorporate these changes for the following Service Elements:
- 24 Hour Residential DD50
- Supported Living Services DD51
- Children’s Residential DD142

ODDS has incorporated these changes into CDDP and Brokerage contract amendments.

ODDS is aware that there are some individuals who have been absent from their program between July 1, 2017 and the release of this transmittal. For these individuals ODDS will allow for an exception to this policy to pay absences reported by the provider of 21 days plus the number of absences reported between July 1 and September 1, 2017.

ODDS will maintain a list of individuals with an approved exception and approve payment for absences up to 21 days plus the number of absences reported between July 1 and September 1, 2017. ODDS acknowledges that some provider agencies may be impacted by this reduction more than others.

To ensure that ODDS has accurate data on the individuals who will receive this exception all 24 hour residential and supported living programs must report any absences that occurred prior to September 1, 2017 by September 30, 2017 using the procedures described in AR-16-011 Expectations of providers of Service Elements 50, 51 and 142 to report absences.

**Field/stakeholder review:**
- [X] Yes
- [ ] No

**If yes, reviewed by:**
CDDP Program Managers, ORA, CPAO

If you have any questions about this policy, contact:

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