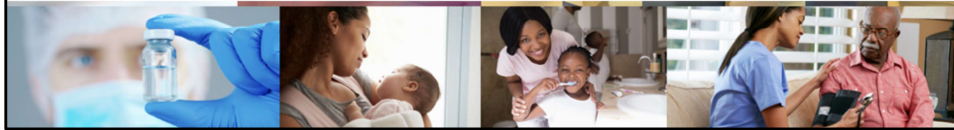




Rate Review Advisory Group

Developmental Disabilities Administration

7/29/2022



Agenda

- 1. Welcome**
- 2. Summary of Requests and Updates**
- 3. Approval of Meeting Minutes**
- 4. Summary of Employment Services Engagement**
- 5. Rate Setting and Data Collection – General Ledger**
- 6. FY24 Focus Area Data Collection – Preliminary Findings**
- 7. Next Steps and Adjournment**



Welcome

DDA Vision:

People with developmental disabilities will have full lives in the communities of their choice where they are included, participate, and are active citizens.

DDA Mission:

Create a flexible, person-centered, family-oriented system of supports so people can have full lives.



Summary of Requests and Updates

- RRAG Policies
- External Meeting Summary
- Locked and Unlocked Fiscal Impact Analysis Tools (FIAT)

Approval of Meeting Minutes

- Distributed by email to members on Friday, July 22, 2022



Summary of Employment Services Engagement

Timeline:

- August 2022 - November 2022

Stakeholder Engagement:

- Employment First Committee
- LTSS*Maryland* Employment Providers - EAGs
- Employment providers who are supporting people with more significant needs

Outcome:

- Provide overview of employment services and assumptions
- Identify current practices and experiences of stakeholders
- Delineate feedback on rates, guidance and policy



Key Points: Summary of the planned engagement and timeline with key stakeholders around employment services.

Rate Setting Process Review

CMS Requirements:

- Rate setting methodology (for each service) must be reviewed, at minimum, every five years
- Description of Rate Setting Methodology and Process
- Rate Setting Methodology must ensure:
 - Appropriate utilization,
 - Efficient and quality care, and
 - Sufficient access



Key Points: Reviewing the rate development process to level set for future cycles.

Rate Setting Process Review

Goals of Rate Development:

- Create a structured, iterative process
- Maintain transparency of rate development
- Incorporate feedback from RRAG, providers, and other stakeholders
- Aligned with policy goals
- Informed by data or policy direction
- Standardized across like services
- Developed independent of budget constraints



Key Points: Reviewing the rate development process to level set for future cycles.

Rate Setting Process Review

Rate Development Process:

1. Collect provider service data to create base data set
2. Organize base data into appropriate sub categories
3. Work with providers/stakeholders to receive feedback on base data and categorization
4. Adjust data for program/policy changes and trend
5. Consider administrative costs
6. Receive stakeholder feedback on rates



Key Points: Reviewing the rate development process to level set for future cycles.

Rate Rebase Data Collection

- Collected for rate rebase years
- Standardized approach
- Opportunity for provider/stakeholder engagement
- Ongoing Technical Assistance
- Timeline



Key Points: Overview of the rate rebase data collection process and timeline

Rate Rebase Data Collection

Elements

- Standardized comprehensive approach
 - Service level expenses
 - By region
 - Cost categories
 - Direct Care Staff
 - Employment Related Expenses
 - Program Support
 - Training
 - Transportation
 - General and Administrative
 - Units by service
 - Revenue by service



Key Points: Data elements that will be included in the rate rebase data collection process.

FY24 Focus Area Data Collection:

Data Profile

- 59 total providers submitted templates as of Wed 7/20/22:
 - 52 shared 2019 data
 - 55 shared projection data
- Service Breakdown:

	CDS	Day Hab	Emp Serv	All Meaning. Day	All 4 Tabs
# of Submissions per Service Tab	31	42	31	39	22

- Most common missing data elements:
 - All other DSP Non-Billable Hours (Line 3 of Trans)
 - Non-Wage Transportation Costs (Line 5 of Trans)



Key Points: Outlining the profile of data received from Providers. The numbers represent submissions that had information populated, but not all data points will necessarily be used during the analysis phase due to a variety of reasons such as data quality.

FY24 Focus Area Data Collection: Data Profile

- **Common Notes/Qualitative Observations from providers**
 - Inflation concerns (gas, wages, vehicles, insurance)
 - Significant weather impacts in some locations
 - Number of participants impacted by COVID, providers are projecting an increase in utilization post pandemic
 - Concerns about low staff retention
 - Investments in business models
 - Ex: Transitioning to CDS



Key Points: This slide lists the most common notes and observations shared by providers in the data collection tool.

FY24 Focus Area Data Collection: Analytic Framework

- **Data Analytics Considerations**
 - Variances in assumptions made by providers when completing the tool
 - Data Quality Review:
 - Missing Values
 - Entry Errors
 - Ex: Hourly Wage instead of Total Wages
 - Outliers



Key Points: Sharing the key concepts that were considered during the analytics process.

FY24 Focus Area Data Collection: Preliminary Findings - Staffing Ratios

Guiding Question:

What is the average staffing ratio expected for group meaningful day services?



**The data analytics and results are considered *preliminary*.

Key Points: Consistent with prior conversations, the guiding question for the first data section is: “what is the average staffing ratio expected for group meaningful day services?”

FY24 Focus Area Data Collection: Preliminary Findings - Staffing Ratios

Hypothetical Staffing Ratio Response and Calculation Process

Line	Description	Friday
1	Total number of individuals provided Meaningful Day services (including individuals receiving 1:1 or 2:1)	120.00
2	Number of individuals provided Meaningful Day services requiring at least 1 staff per individual (1:1 or 2:1 ratio)	40.00
3	Total number of staff providing Meaningful Day services	60.00
4	Total number of staff providing Meaningful Day services to individuals requiring at least 1 staff per individual (1:1 or 2:1 ratio)	40.00

80

20

$$80/20 = 4$$

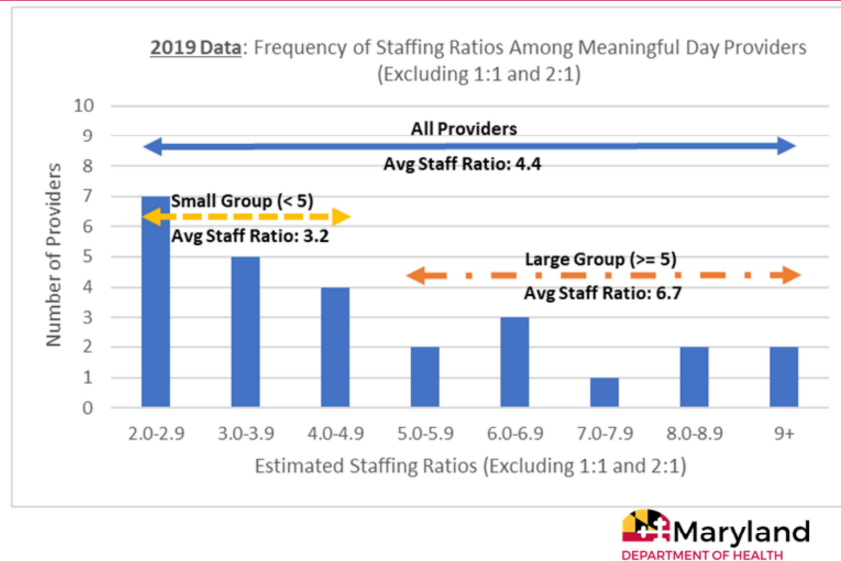


Hypothetical staffing ratio calculation



Key Points: To answer the guiding question, we collected the data elements shared in this slide. This slide shows a hypothetical calculation of how each value was utilized to estimate an average staffing ratio for providers. **Note:** The numbers are illustrative and not actual data.

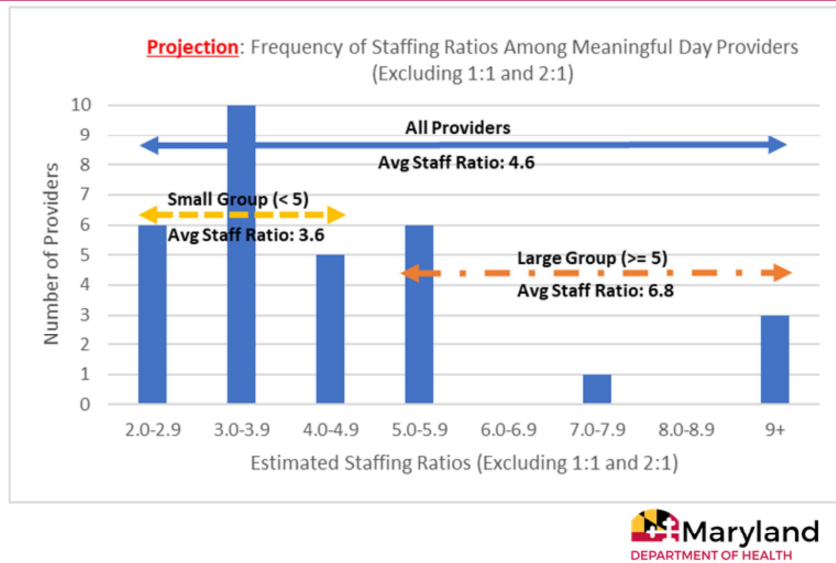
FY24 Focus Area Data Collection: Preliminary Findings - Staffing Ratios



Key Points: This slide shows the number of providers that shared each estimated staffing ratio based on the **2019 data for meaningful day**. For example, 7 providers had an estimated staffing ratio of 1 staff for every 2 to 3 individuals. There were some grouping assumptions to find the average for small group (in yellow on the left) versus large group providers (in orange on the right).

**The data analytics and results are considered preliminary. Data was submitted after the deadline that may be included and additional analyses may be performed after internal discussions. Any additional analyses performed will be shared with the RRAG in August.

FY24 Focus Area Data Collection: Preliminary Findings - Staffing Ratios



Key Points: The graph on this slide shares the same information as the previous one, however this graph reflects **projected** data for meaningful day.

The data analytics and results are considered **preliminary. Data was submitted after the deadline that may be included and additional analyses may be performed after internal discussions. Any additional analyses performed will be shared with the RRAG in August.

FY24 Focus Area Data Collection: Preliminary Findings - Staffing Ratios

<u>Staffing Ratios</u>	CDS Group	DH Small Group	DH Large Group	All Meaningful Day
Current Rate Model Staffing Ratio	1/1.5	1/3	1/6	
CY19 Experience	1/3.5	1/3.2	1/6.5	1/4.4
Projected Data	1/3.6	1/3.3	1/6.7	1/4.6



**The data analytics and results are considered preliminary.

Key Points: CBIZ Optumas completed a similar review process for all service groupings (Day Habilitation, Community Development Services, and Employment Services). A comparison of the staffing ratios included in the FY23 rate model and what the data collection tool indicates as the average staffing ratio in 2019 and projected. Employment services are less straightforward than the other meaningful day services and analyses are ongoing.

**The data analytics and results are considered preliminary. Data was submitted after the deadline that may be included and additional analyses may be performed after internal discussions. Any additional analyses performed will be shared with the RRAG in August.

FY24 Focus Area Data Collection: Preliminary Findings - Transportation

Guiding Question:

What proportion of time (DSP Hours) and resources (material costs) does non-billable transportation represent, relative to wages?



**The data analytics and results are considered *preliminary*.

Key Points: Consistent with prior conversations, the guiding question for the next data section is: “What proportion of time (DSP Hours) and resources (material costs) does non-billable transportation represent, relative to wages?”

FY24 Focus Area Data Collection

Preliminary Findings - Process

Hypothetical Transportation Response and Calculation Process

Line	Description	Total
1	Total Direct Support Professional Service (Billable) Hours	60,000
2	Total DSP Transportation (Non-Billable) Hours	15,000
3	All other DSP Non-Billable Hours	1,000
4	Total DSP Hours Paid to Employees	76,000

5	Non-Wage Transportation Costs (Loan payments, Fuel, Insurance, Maintenance, etc.) for Meaningful Day	\$ 150,000
6	Total Meaningful Day DSP Wages	\$ 1,000,000
7	Transportation Costs Relative to Wages	15.0%

Time component



19.7%



34.7%

Hypothetical Total Transp. Component

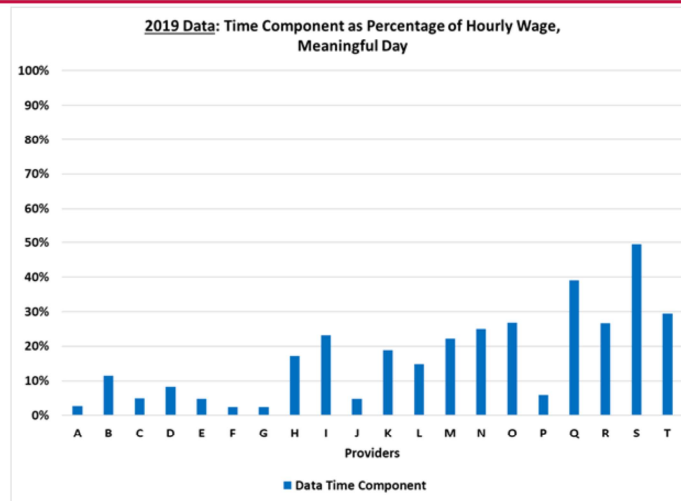
Material component



Key Points: To answer the guiding question, we collected the data elements shared in this slide. This slide shows a hypothetical calculation of how the total transportation component was calculated from the data points. The total transportation component is the combination of the time (non-billable DSP hours/total DSP hours) and a material component (non-wage transportation costs/total DSP wages). **Note:** The numbers are illustrative and not actual data.

FY24 Focus Area Data Collection

Preliminary Findings - Results

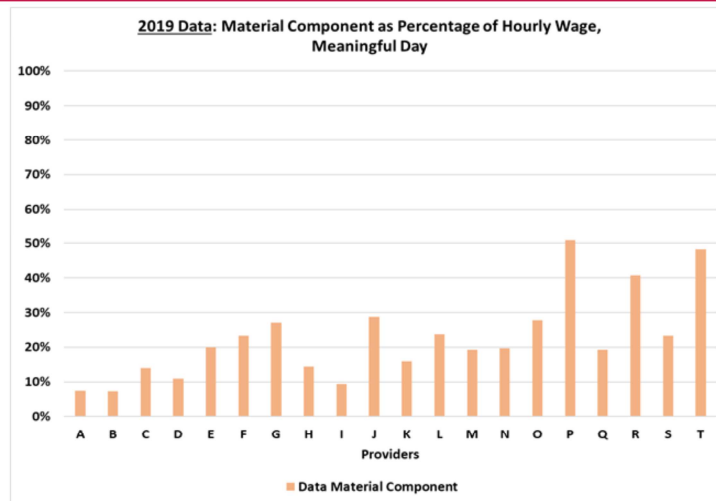


Key Points: This graph shows the calculated time component (Total DSP Transportation (Non-Billable) Hours *divided by* Total DSP Hours Paid to Employees) for each provider based on the 2019 data for Meaningful Day.

**The data analytics and results are considered preliminary. Data was submitted after the deadline that may be included and additional analyses may be performed after internal discussions. Any additional analyses performed will be shared with the RRAG in August.

FY24 Focus Area Data Collection

Preliminary Findings - Results

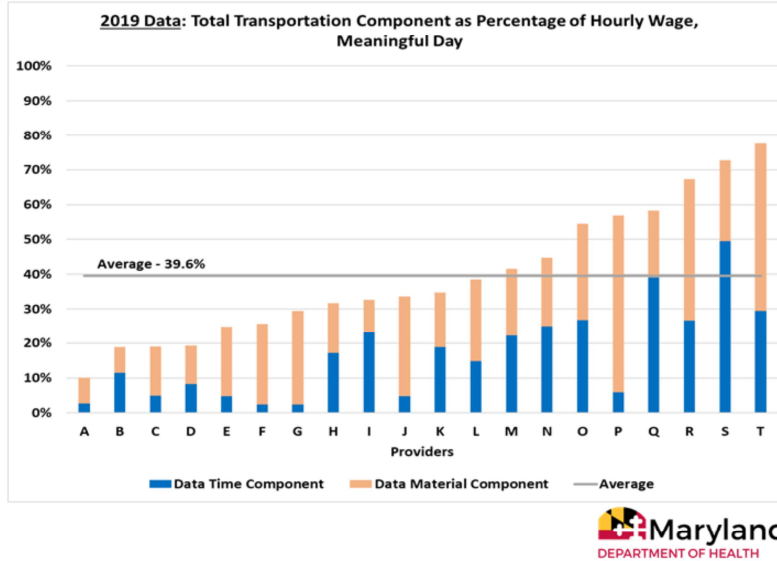


Key Points: This graph shows the calculated material component (Non-Wage Transportation Costs *divided by* Total Meaningful Day DSP Wages) for each provider based on the 2019 data for Meaningful Day.

**The data analytics and results are considered preliminary. Data was submitted after the deadline that may be included and additional analyses may be performed after internal discussions. Any additional analyses performed will be shared with the RRAG in August.

FY24 Focus Area Data Collection

Preliminary Findings - Results

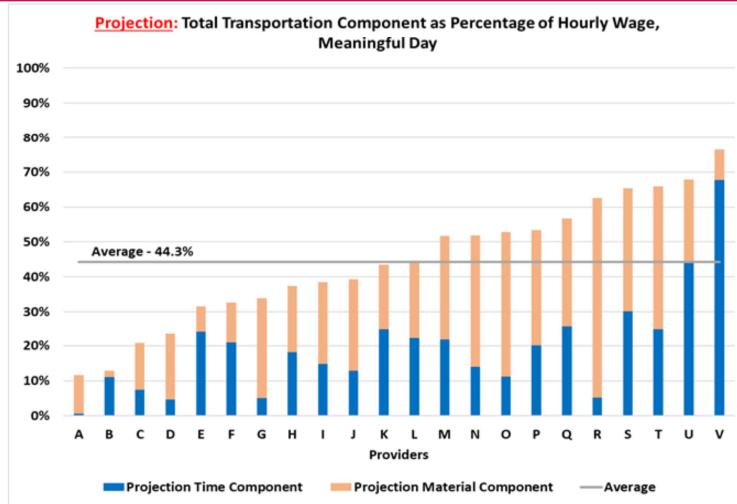


Key Points: This graph is a combination of the **time component** and the **material component** for each of the providers (this is a combination of the prior two slides) for Meaningful Day.

**The data analytics and results are considered preliminary. Data was submitted after the deadline that may be included and additional analyses may be performed after internal discussions. Any additional analyses performed will be shared with the RRAG in August.

FY24 Focus Area Data Collection

Preliminary Findings - Results

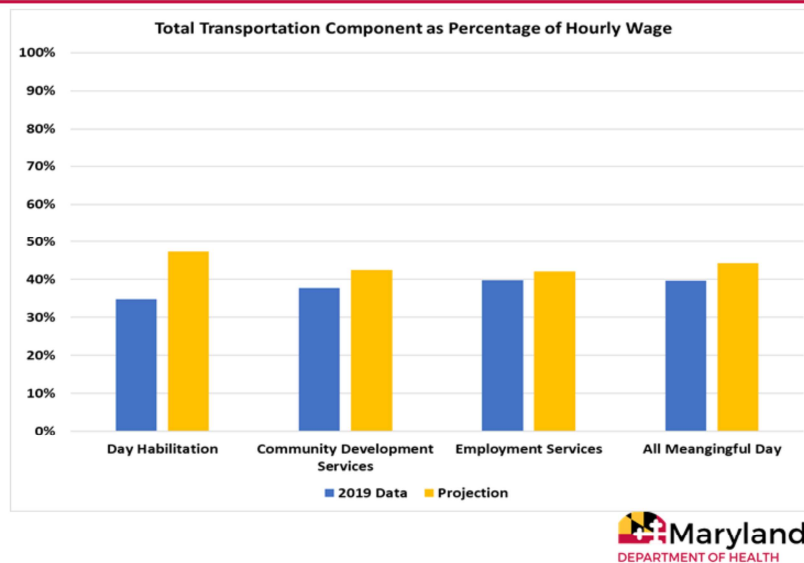


Key Points: The same process was done for the projection data and this graph shows the results of the time and material component for each provider based on the projection data for Meaningful Day.

**The data analytics and results are considered preliminary. Data was submitted after the deadline that may be included and additional analyses may be performed after internal discussions. Any additional analyses performed will be shared with the RRAG in August.

FY24 Focus Area Data Collection

Preliminary Findings - Results



Key Points: CBIZ Optumas replicated the process for all service groupings (Day Habilitation, Community Development Services, and Employment Services). This slide shows a comparison of the average for both the 2019 data (on the left in blue) and the projected data (on the right in yellow).

**The data analytics and results are considered preliminary. Data was submitted after the deadline that may be included and additional analyses may be performed after internal discussions. Any additional analyses performed will be shared with the RRAG in August.

FY24 Focus Area Data Collection

Preliminary Findings - Comparison

<u>Transportation</u>	CDS Group	Day Hab	Emp Services Group	All Meaningful Day
Current Rate Model Transportation Comp.	34.4%	28.7%	22.9%	
CY19 Experience	37.8%	34.8%	39.8%	39.6%
Projected Data	42.5%	47.3%	42.1%	44.3%



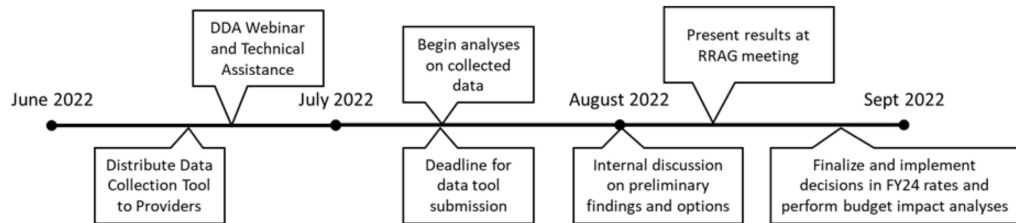
**The data analytics and results are considered preliminary.

Key Points: A comparison of the current transportation component included in the FY23 rate model and what was observed in the preliminary findings.

**The data analytics and results are considered preliminary. Data was submitted after the deadline that may be included and additional analyses may be performed after internal discussions. Any additional analyses performed will be shared with the RRAG in August.

FY24 Focus Area Data Collection

Preliminary Findings - Next Steps



Key Points: Sharing the next steps after data collection and preliminary analyses.

Next Steps and Adjournment

Developmental Disabilities Administration Calendar of Events August 2022

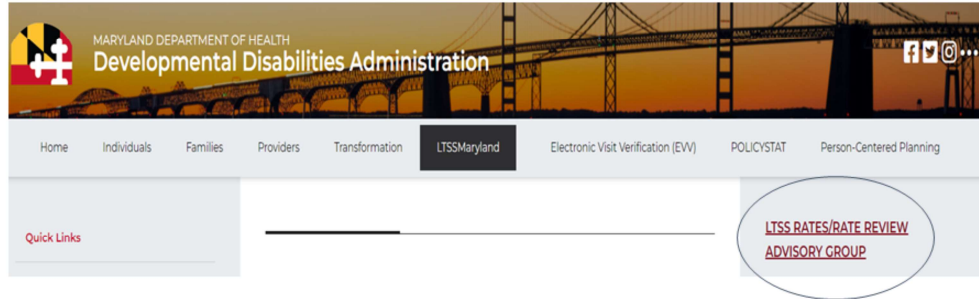
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SUN	MON	TUE	WED	THU	FRI	SAT
31	1	2 Support Broker Certification Training	3 Provider Revalidation and Enrollment Portal (ePRP)	4	5	6
7	8	9 Support Broker Certification Training	10	11	12	13
14	15	16 Support Broker Certification Training SMRO: Virtual Choking & Dysphagia Diets, Train-The-Trainer on August 16, 2022	17	18 DDA Statewide Nurses Meeting Review of Nurses Assessment Techniques	19 Maryland Department of Health DDA Rate Review Advisory Group	20
21	22	23 Support Broker Certification Training	24	25	26 The Deputy Secretary's Webinar Series of Monthly Updates	27
28	29	30 Support Broker Certification Training	31	1	2	3



Rate Review Advisory Group Materials

<https://health.maryland.gov/dda/Pages/RATE-REVIEW-ADVISORY-GROUP.aspx>



***This page includes the locked and unlocked FIATs**



Thank You!

Next meeting is Friday, August 19, 2022 from
12:30 to 2:30PM.

