



# MARYLAND Department of Health

Larry Hogan, Governor · Boyd Rutherford, Lt. Governor · Dennis Schrader, Secretary

Date: July 10, 2017

To: Fiscal Management Services Providers;  
Coordinator of Community Services Providers;  
Self-Directed Services Participants;  
Support Brokers; and  
Fee Payment Services (FPS) Providers

From: Bernard Simons, Deputy Secretary  
Developmental Disabilities Administration

Re: Self-Directed Services Program - COLA increase for Fiscal Year 2018

Effective July 1, 2017, the rates for Self-Directed Services' Cost of Living Adjustment ("COLA") will increase 3.5% for Fiscal Year 2018.

Each participant in the Self-Directed Services delivery model will receive a letter specifying the amount of COLA increase the participant will receive (the "COLA funding"). The COLA funding is calculated by multiplying the percentage approved by the General Assembly (here, 3.5% for FY 2018) by a Participant's approved annual budget for the current year. Each DDA Regional Office will notify each Participant in writing the awarded COLA funding amount.

The COLA is a cost of living adjustment for employees. COLA funding can be used for goods and services, wages, salaries and benefits *ONLY*. COLA funding *may not* be used for:

- (1) Bonus(es) for Staff;
- (2) Items or Services not related to Staff Services; or
- (3) Items or Services not covered under the DDA's Community Pathways Medicaid Waiver.

If you have any questions contact your Regional Office Self-Direction Coordinator:

Eastern Shore Regional Office (ESRO) Jonna Hitch <a href="mailto:jonna.hitch@maryland.gov">jonna.hitch@maryland.gov</a> (410) 572-5920	Southern Maryland Regional Office (SMRO) Sholeh Nourbakhsh <a href="mailto:sholeh.nourbakhsh@maryland.gov">sholeh.nourbakhsh@maryland.gov</a> (301) 362-5115
Central Maryland Regional Office (CMRO) Ola Otuyelo <a href="mailto:olasubomi.otuyelu@maryland.gov">olasubomi.otuyelu@maryland.gov</a> (410) 234-8235	Western Maryland Regional Office (WMRO) Tina Swink <a href="mailto:tina.swink@maryland.gov">tina.swink@maryland.gov</a> (240) 313-3877

cc: Ronald Peele, Finance Director  
Terah Tessier, PhD, Director of Individual and Family Support Services  
Regional Directors

Attachments: Cost of Living Adjustments (COLA) for Participants in Self-Directed Services Policy  
A Guide to Reasonable and Customary Rates