



Developmental Disabilities Administration (DDA) Updates

Bernard Simons, DDA Deputy Secretary

December 17, 2021



Agenda



- Opening Remarks
- COVID-19 Booster Shots
- Reopening/Transition Planning
 - Individuals and Families
 - CCS Agencies
 - Providers
- Resources

Deputy Secretary's Update

Network Restoration Update

Maryland Department of Health has restored critical operations impacting our Medicaid providers following a recent security incident. This means:

- The MDH Electronic Data Interchange Transaction Processing System (EDITPS) is now AVAILABLE
- Providers may now submit Fee For Services claims (837s)
- WebEVS, or recipient Eligibility Verification System, is now AVAILABLE.

Check for provider updates on [Medicaid Provider Information](#)

PCIS2

- Priority for the MDH
- Contingencies have been developed for payment
- Incident Reporting guidance update to be issued soon

Deputy Secretary's Update

COVID-19 Booster

- Find a vaccination site and make an appointment near you [here](#) at covidvax.maryland.gov or call 1-855-MD-GOVAX
- DDA Booster data
- MDH/DDA Booster Clinic collaboration
 - MC-DHHS
 - New Horizons



Deputy Secretary's Update


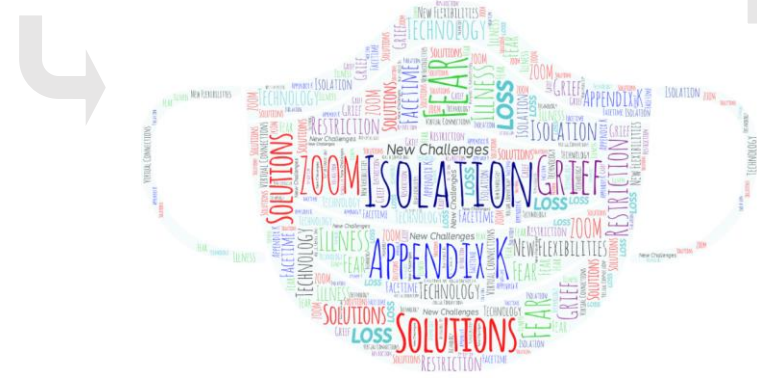
Appendix K Extension

- Those flexibilities scheduled to terminate in December 31, 2021 will be extended to March 31, 2022.
- These include flexibilities such as:
 - Telephonic/Remote supports
 - Hiring/Onboarding
 - Staff Training
 - Settings
 - Isolation Rate
- Current guidance for these flexibilities will be updated as well as the Appendix K chart by termination date

Deputy Secretary's Update-Individual and Family

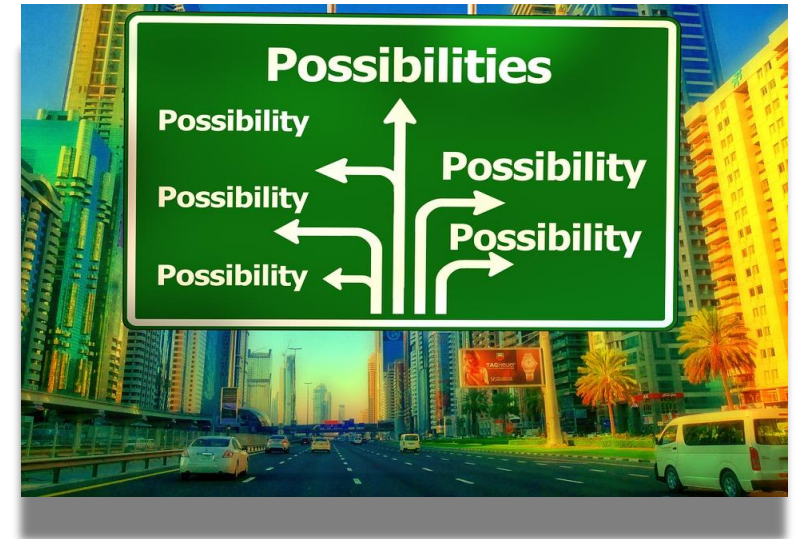


Deputy Secretary's Update-Individual and Family



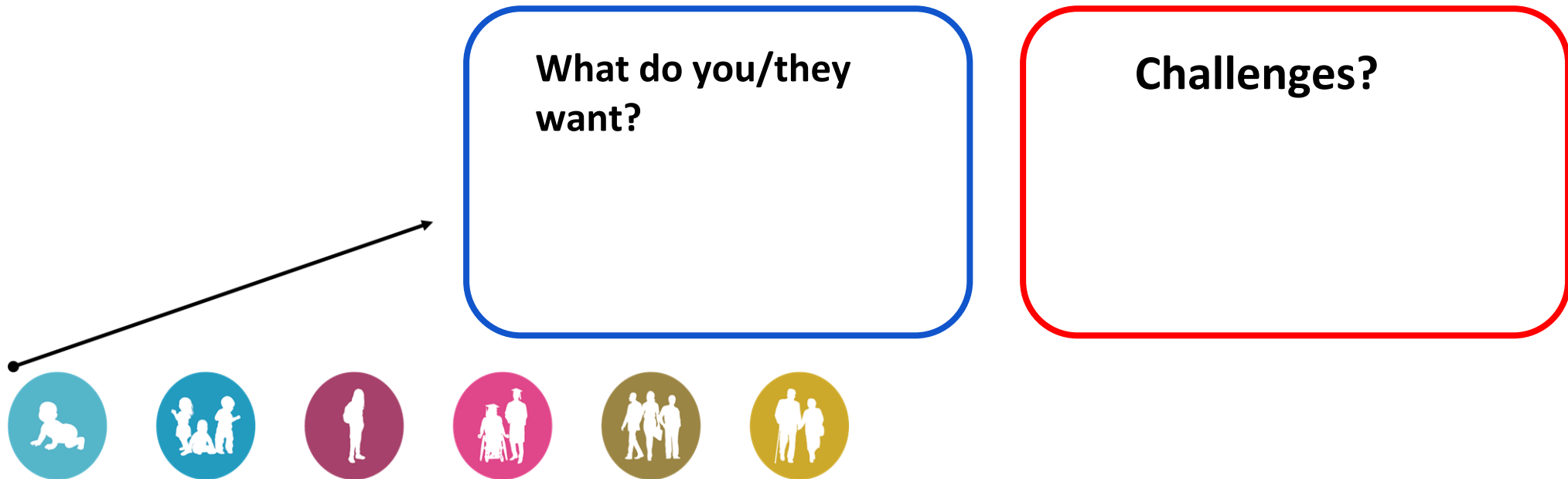
Maryland
DEPARTMENT OF HEALTH

Provider Alert
Appendix K Flexibility: Residential Shared Hours and
Day Habilitation Minimum Hours
December 6, 2021



Deputy Secretary's Update-Individual and Family

Begin with a vision...



Deputy Secretary's Update-Individual and Family

Use the CtLC Integrated Support Star to brainstorm and identify resources, support and services to address the challenges you have.



Deputy Secretary's Update-Individual and Family



RESOURCES

[CtLC Person Centered Planning](#)
[CtLC Family Perspective](#)

Deputy Secretary's Update-Individual and Family

Self-Directed Services Family as Staff and Participant Agreement Forms

- [Self-Directed Services - Family As Staff Form Guidance](#)
- [DDA SDS Family As Staff Form](#)
- [DDA Self-Directed Services - Participant Agreement](#)

Webinar was held on 11/29/21 and is available on the DDA website at:

- [DDA Self Directed Services - Family as Staff and Participant Agreement Webinar - November 29, 2021](#)
- [DDA Self Directed Services - Family as Staff and Participant Agreement Presentation - November 29, 2021](#)

Deputy Secretary's Update-Individual and Family

Take time to review the forms and view the webinar

- Learn:
 - Who, when and why the Family as Staff Form must be completed
 - Things to keep in mind i.e. name of specific services, pay rates, and will a family member provide support broker services etc.
 - The Participant Agreement Form - its purpose and what it means for the participant and their team members

Deputy Secretary's Update-Individual and Family

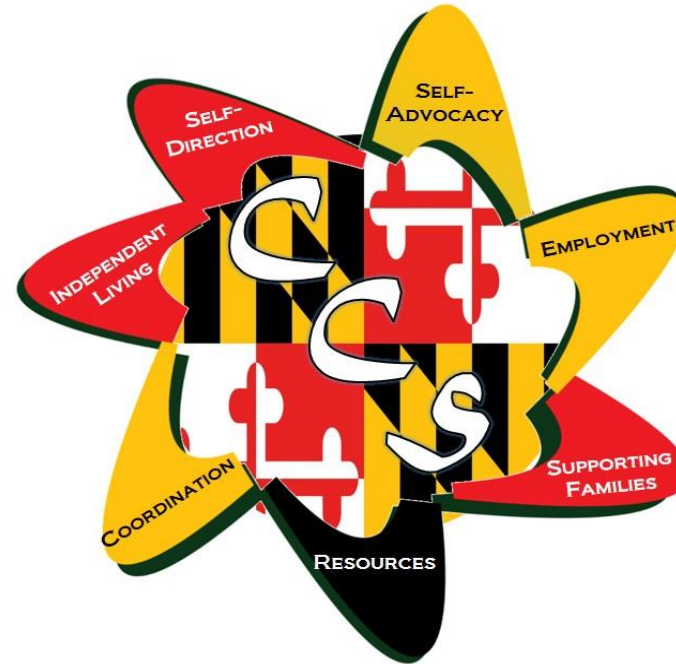
Self-Directed Services Unwinding Reminders

- If you are self-directing your services and want to continue to employ your family members and others as staff after 3/31/22, you will need to be sure they have all of their required trainings completed before 3/31/22
- This training requirement for family members and other staff had been waived during Appendix K so this planning is really important
- Also, you will need to complete and submit the new Family As Staff form to identify these family members hired during the public health emergency before 3/31/22, but you do not need to do a PCP revision just for this reason

Deputy Secretary's Update - Coordinators of Community Services

Focus Areas:

- Person Centered Planning
- Virtual Supports
- Transition Youth



Coordination of Community Services

Transforming, Coordinating & Motivating

Deputy Secretary's Update - Coordinators of Community Services

Timely Completion and Submission of Required PCP Related Forms

- It's important that PCP related forms such as the HRST, SIP, DSAT, and CDT (for PCIS2 billing only) are completed and submitted to the CCSs to facilitate the submission of the PCP

Provider Service Referral Acceptance

- It's important to accept service referrals within 5 days of the request being made
- Service referrals should also be accepted for all new or changing services as well as services that are ending

Deputy Secretary's Update - Coordinators of Community Services

- Why and when do Person Centered Plans need to be revised or updated?
 - Changes to services, outcomes, or other elements of the plan that reflect a change in the person's needs and wants. Reasons for a revision may include but are not limited to initiation, change, or increase in a service; newly identified outcome, etc.
 - Updates to remove Appendix K services or flexibilities can be done at the annual PCP or when a plan revision occurs
 - It remains important, however, that plan revisions do occur to add any new services or providers to ensure authorization for these additions

Reference: [Person-Centered Plan Development and Authorization - Revised Jan 29, 2021](#)

Deputy Secretary's Update - Coordinators of Community Services

- If an individual has used virtual supports during the Appendix K flexibilities and wants to continue these in the future, is a plan revision required?
 - No. Individuals should be supported with confirming this interest and this can be updated by the provider in the individual's Service Implementation Plan (SIP) which is then uploaded to the Client Attachments
 - During the next Revised or Annual PCP, this interest would be reflected in the plan as well as in the SIP
 - Note: [Virtual supports](#) are available to compliment in-person supports but cannot comprise the entirety of the service. Providers will also need to update their Program Service Plan (PSP) to add this model

Deputy Secretary's Update - Coordinators of Community Services

- Waiver Amendment #3 provides new access to some supports when a person is in an acute care hospital. What needs to occur for individuals who may want to use these supports after Appendix K?
 - Similar to virtual supports, which is a modality or way to receive an existing service, the same is true for supports during acute care hospital stays
 - Individuals should be updating their plans (as they occur) to reflect this interest at the service level and additionally this should be reflected in the SIP
 - Providers would also need to update their Program Service Plan (PSP) to add these modalities

Deputy Secretary's Update - Coordinators of Community Services

Transitioning Youth

- There have been updates made to Transitioning Youth Appendix K guidance on the DDA website. These updates support planning and transitioning as we move out of the pandemic safely
- Please use the links below to view the revised guidance:
 - [Transitioning Youth Services During the COVID-19 Pandemic - Revised 17, 2021](#)
 - [Autism Waiver Transitioning Youth Guidance - Revised November 17, 2021](#)
 - [At A Glance - Transitioning Youth from the Autism Waiver - Revised November 17, 2021](#)

Deputy Secretary's Update - Providers

Focus Areas:

Appendix K

- Virtual Support
- Residential Shared Hours
- Meaningful Day Minimum Hours
- Provider Survey



Deputy Secretary's Update - Providers

Provider Program Service Plan: Virtual Supports Key Considerations

- Virtual Supports can be provided under meaningful day services and Personal Supports
- It is not a distinct or separate service under the waiver, but a means by which services may be delivered.
- The DDAs waiver amendment #3 specifies that virtual support cannot comprise the entirety of the service to promote community engagement and the goals of the HCBS setting final rule.
- Must be the choice of the program participant and be utilized to support a person with meeting their identified outcomes

Reference: [Memo #3 - DDA Amendment #3 - Virtual Supports - February 16, 2021](#)

Deputy Secretary's Update - Providers

Provider Program Service Plan: Virtual Supports

- Current DDA Providers who plan to provide virtual supports as a service delivery model under Amendment #3 **must submit an amendment to their current Program Service Plan to the DDA Regional Office Provider Relations liaison prior to implementing virtual supports outside of the current Appendix K authority**
- DDA Providers shall update their Program Service Plan to include a virtual support service delivery model option:
 - As part of their annual re-licensure/recertification application; and
 - Prior the end of the Appendix K authority

Deputy Secretary's Update-Providers

Appendix K Flexibility Update: Residential Shared Hours

- To support the transition to full reopening of services, additional updates regarding the unwinding of the Appendix K flexibilities were recently issued
- Residential day time shared service hours are being extended through March 31, 2022.
 - [Memo #4 Appendix K Flexibilities Update](#)
 - [At a Glance - Community Living - Group Home](#)
 - [DDA Appendix K #2-Residential Day Time Shared Service Hours](#)

Deputy Secretary's Update - Providers

Appendix K Flexibility Update: Day Habilitation Minimum Hours

- The Maryland Department of Health has also *proposed* emergency regulations to extend the suspension of minimum hours of Meaningful Day services to be provided during a single day through March 31, 2022
- Effective date will be retroactive to January 1, 2022

Deputy Secretary's Update - Providers

Providers Survey

- Will help us track the impact of the actions that MDH has taken and will take to assist providers to operate through the COVID-19 pandemic
- Survey should be completed twice a month by providers
- The MDH, Maryland Department of Disabilities, and the DD Coalition wish to reiterate the importance of the need for all providers to complete the bi-monthly survey which will provide information needed for us to track the impact of the COVID-19 pandemic and the outcomes that waiver flexibilities, resources, and new funding has on the DSP workforce



Deputy Secretary's Update - Provider

36.5%

Overall Response Rate as of 12/16

5,444

Total Current DSPs as of 12/16^[1]

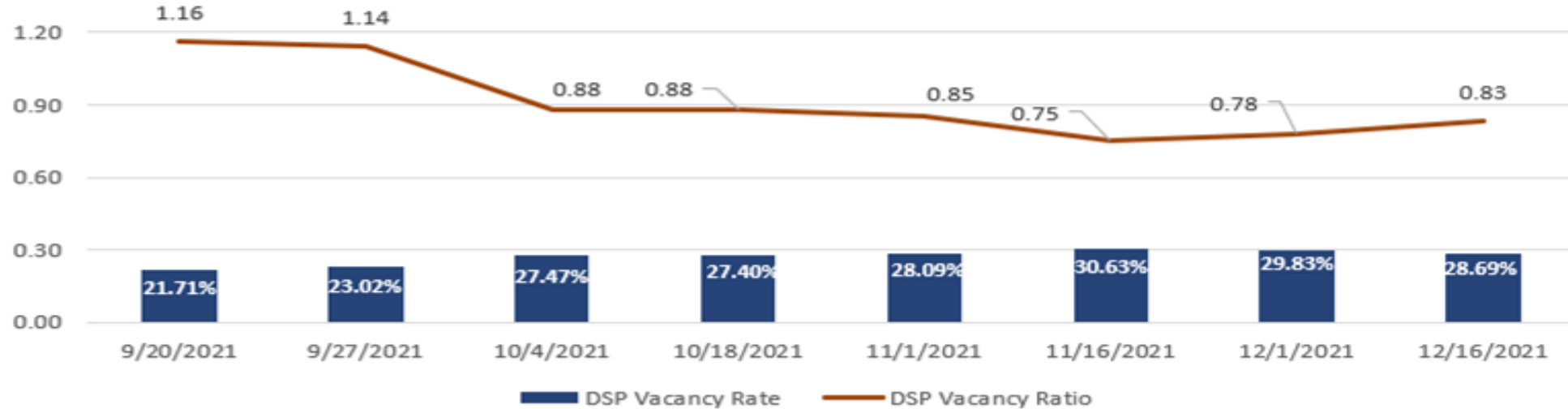
28.7%

DSP Vacancy Rate as of 12/16 ^[2]

0.83

DSP Vacancy Ratio as of 12/16 ^[3]

Vacancy Rate and Ratio per DSP



* The DSP metrics are showing data for DSPs in the 5 day services

[1] Total Current DSPs refers to the current DSPs employed in the 5 day services based on provider response

[2] DSP vacancy rate is calculated as: Open DSP positions in the 5 day services / (Open DSP Positions + Current DSPs employed)

[3] DSP vacancy ratio Vacancy Ratio is based upon the number of additional DSPs reported needed and uses the basis of every 3 DSPs

Deputy Secretary's Update - Provider



IT'S EMPLOYMENT

- Online, instructor-led course to support staff and related partners in facilitating improved employment services and outcomes for individuals with intellectual disabilities
- Registration begins on **January 7, 2022**
- Registration closes on **January 28, 2022**
- <https://ici.instructure.com/enroll/TA48BW>

IT'S EMPLOYMENT is a project of Explore VR at the Institute for Community Inclusion to support improved vocational rehabilitation services for individuals with intellectual disabilities. This innovative training grant is funded by the Rehabilitation Services Administration (H263C190011)

Deputy Secretary's Update - Rates

DDA Rate Study

- Provider Fiscal Analysis Impact Tool
 - As part of the process of establishing budgeted LTSSMaryland--DDA Module rates for FY 2022, MDH-DDA has shared important communications about the provider fiscal impact review
 - The DDA is requesting that all providers consider completion of this review using the Provider Fiscal Impact Analysis Tool
 - The Provider Fiscal Impact Analysis Tool was designed to compare revenues providers received under legacy services provided through PCIS2 (prospective payments) to projected revenues in LTSSMaryland (fee-for-service) under the new budgeted rates
 - Providers who participate in this request must complete and submit their impact analysis no later than **January 5, 2022** to be included in the aggregated report

Deputy Secretary's Update-Resources

- **SMRO**- Onesta Duke
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- **ESRO**- Kim Gscheidle
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- **CMRO**- Nicholas Burton
nicholas.burton@maryland.gov
- **WMRO**- Cathy Marshall
cathy.marshall@maryland.gov



Upcoming Monthly Webinars

Please join us for our 1pm Webinar Series in 2022 which will be updated on our website:

January 28

March 25

May 27

July 29

September 30

November 17

February 25

April 29

June 24

August 26

October 28

December 16

To register for the Monthly Webinars with Deputy Secretary Bernie Simons go to:

<https://attendee.gotowebinar.com/register/6873417036092171790>

After registering, you will receive a confirmation email containing information about joining the webinar.



