

**Maryland Department of Health and Mental Hygiene**
201 W. Preston Street • Baltimore, Maryland 21201

Robert L. Ehrlich, Jr., Governor – Michael S. Steele, Lt. Governor – S. Anthony McCann, Secretary

MARYLAND MEDICAL ASSISTANCE PROGRAM
Medical Day Care Transmittal No.54

October 17, 2005

To: Medical Day Care Centers

From: Susan J. Tucker, Executive Director
Office of Health Services

Note: Please ensure that appropriate members in your organizations are informed of the contents of this transmittal.

RE: Enrollment of Medical Assistance Providers and Obtaining Nursing Facility Level of Care when Ownership of a Medical Day Care Center is Transferred

To participate in the Medical Assistance Program as a provider of medical day care services as defined in COMAR 10.09.07, one must apply and be approved for participation. The purpose of this transmittal is to clarify the necessary steps to enroll as a Medical Assistance provider and inform providers that the Program no longer requires the recertification of nursing facility level of care for the population served by a center upon transfer of ownership.

When an interested party wishes to become an enrolled Medical Assistance provider or an enrolled provider transfers ownership, the interested party or new owner must apply for participation as a Medical Assistance provider using the application form designated by the Division of Provider Services. The applicant should mail the completed Medical Care Program Provider Application directly to the Division of Provider Services, which upon receipt and review, is forwarded to the Office of Health Services, Division of Community Long Term Care Services for approval and activation.

It is vital that the applicant, through the application process, provide Medical Assistance with a tax ID number obtained from the Internal Revenue Service, or the owner's social security number. Equally important is the completion of the Provider Ownership and Control Disclosure Form as well as the Provider Agreement for Participation in Maryland's Medical Assistance

Program. Additionally, an applicant and/or their staff are required to attend the mandatory Office of Health Care Quality's Provider Orientation. The Office of Health Care Quality staff maintains the schedule for orientation. The contact number is 410-402-8135.

In the past, when transferring ownership, new owners were required to obtain a new nursing facility level of care for each Medical Assistance recipient receiving medical day care services. Effective August 1, 2005, the Department initiated an annual continued stay review process. Therefore, obtaining a nursing facility level of care for each recipient receiving medical day care services is no longer necessary when transferring ownership to another owner. Each recipient's continued eligibility for medical day care services will be determined annually as described in Medical Day Care Transmittal No. 53. **Please note, however, that when an individual recipient seeks transfer from one medical day care provider to another, a new level of care certification must be obtained for services to continue to be reimbursed, unless the transfer occurs within ninety days of the most recent level of care determination, or if the recipient is a participant in a home and community based services waiver program.**

Questions regarding enrollment of medical day care providers and obtaining a nursing facility level of care for Medical Assistance recipients should be directed to the Medical Day Care staff at 410-767-1444.

cc: League for Excellence in Adult Day Care
Maryland Association for Adult Day Services