



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

Robert L. Ehrlich, Jr., Governor – Michael S. Steele, Lt. Governor – Nelson J. Sabatini, Secretary

MARYLAND MEDICAL ASSISTANCE PROGRAM
Waiver for Older Adults Transmittal No. 8

July 31, 2003

TO: Waiver for Older Adults Assisted Living Providers
Maryland Department of Aging
Area Agencies on Aging

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

Susan J. Tucker

NOTE: Please ensure that appropriate staff members in your organization are informed of the contents of this transmittal.

RE: Bed Reservations in Assisted Living Facilities; Charging of Miscellaneous Fees for Waiver Participants

Maryland Medicaid regulations for the Waiver for Older Adults do not establish bed reservations in an assisted living facility as a covered Medicaid service for a client absent due to a hospitalization or any other reason. Assisted living providers may develop their own policies regarding the offering of bed reservations to waiver clients when they are absent. This transmittal provides guidance to assisted living providers in the development and administration of such a policy.

An assisted living facility that offers bed reservations during a period of absence must have a written policy that specifies the terms under which such a reservation is offered. This written policy must be provided to all applicants for residence. The policy must specify any limit on the number of days a resident can reserve their bed. Further, as there is no Medicaid reimbursement for bed reservations, it is extremely important that the policy provide that residents be informed of any charges if they choose to request that the assisted living provider reserve their bed, and that payment will be the resident's responsibility. Finally, the policy must provide that the charge to Medicaid Waiver participants for a bed reservation day will not exceed the full Medicaid Waiver per diem. The Medicaid Waiver per diem is prorated from the applicable monthly assisting living facility rate (e.g., \$1602.75 (level II) ÷ 31 days (number of days in month) = \$51.70).



Providers are reminded that it is a violation of their Medicaid provider agreements to charge fees such as room deposits, one-time admission fees, etc. COMAR 10.09.36.03A(6) requires that Medicaid providers “accept payment by the Program as payment in full for covered services rendered and make no additional charge to any person for covered services.” Additional fees and charges to waiver participants for obtaining assisted living services are, therefore, not allowable. All facilities are requested to review their policies to ensure that they are in compliance with applicable Medicaid regulations and the terms of their provider agreements. Corrective action should be taken when appropriate.

Questions regarding the content of the transmittal may be directed to the Waiver Coordinator for the Waiver for Older Adults in the Department of Health and Mental Hygiene at 410-767-5220.