



## **FREQUENTLY ASKED QUESTIONS**

### **Participant-Directed Model of Waiver Services Under Appendix K**

*webinar hosted by DBHDD on Wednesday, April 15, 2020*

#### **What does "FI" mean?**

The acronym "FI" stands for Fiscal Intermediary. We currently have three Fiscal Intermediary agencies who serve Participant-directed NOW and COMP waiver participants in the state of Georgia – Acumen, Continuum, and Public Partnership. People sometimes also refer to them as fiscal agents.

#### **Where can we get copies of Appendix K?**

The approved version of Appendix K is available on the Georgia Department of Community Health website ([www.dch.georgia.gov](http://www.dch.georgia.gov)).

#### **Where can we access a copy of the presentation from today's webinar?**

The PowerPoint presentation used during the webinar held on April 15, 2020 will be loaded onto the DBHDD website ([www.DBHDD.georgia.gov](http://www.DBHDD.georgia.gov)).

#### **Are we all eligible for the Appendix K? If so, how do we apply for the Appendix K?**

All individuals enrolled in NOW and COMP waiver services are currently covered by the Appendix K. No additional application is needed.

#### **Is Appendix K only for individuals with the waiver or can others with disabilities get help too?**

The rules of Appendix K for DBHDD only apply to individuals with intellectual or developmental disabilities who are currently enrolled in the NOW and COMP waiver services. Other waivers that are administered by DCH may also have an approved Appendix K. Individuals enrolled in other waivers should review the Appendix K governing their specific waiver.

**Is there going to be a provision for getting our staff tested for the COVID-19 virus before they come back into our homes?**

Appendix K does not provide for testing for COVID-19.

**What will happen for evaluations for ISPs that are needed at this time? In person visits?**

Every effort is being made to ensure that evaluations for ISPs can be completed via telehealth at this time in order to eliminate the need for in-person visits. DBHDD is following the guidelines available by the Georgia Department of Public Health and the Centers for Disease Control.

**Can you address specifically if CLS, CAG and CAI can be done through telehealth. Many of our families can utilize this option for music therapy and be very effective and be able have some continuity of service while in quarantine.**

Community Living Support (CLS) and Community Access Services (CAI/CAG) do not have telehealth options for participant-direction.

**Will families be allowed to continue services under community access individual (CAI) via telehealth/therapy like adult OT, PT and ST services?**

OT, PT and Speech services authorized on an ISP are authorized through Appendix K for telehealth options. There are a few limitations of specific items that are not allowed through telehealth. For example, swallow evaluations cannot be done via telehealth. Community Access Individual is not authorized for telehealth options through Appendix K.

**Under the list of approved telehealth services under Appendix K we have seen that behavior services (BSS/BSC) are listed for telehealth. At present our vendor/behavior specialist continues to come to our home to provide services.**

If a provider is able to provide services in-person, then continue to bill as you normally would.

**If the ISP requires an updated Supports Intensity Scale, can the SIS be performed via Telehealth?**

Yes, the SIS can temporarily be completed via telehealth during Appendix K authorization.

**If we are out of COMP waiver funding completely for this year's funding. How can I get funds to pay them or retain the staff?**

All requests for additional funding must be directed through your Support Coordinator/Intensive Support Coordinator.

**Can we use money from CAG for CLS when your loved one cannot do those community activities because they are housebound?**

All requests to move funds from CAG to CLS must be made through Support Coordination and will be reviewed on a case-by-case basis and is authorized based on assessed need.

**When will this additional funding be available?**

Implementation of Appendix K does not provide for additional funding.

**The increase in a service is it based on need or want?**

Any increases in service are based solely on the assessed needs of the waiver participant.

**Is there no cap on services?**

There are still existing caps on services. However, the cap on some services has been raised.

**Can the legal guardian be a staff caregiver?**

Yes – during the time that Appendix K is in effect and if the legal guardian is not also the Employee of Record, they can be authorized as a family hire through participant-direction.

**Concerning Family Hires, I am PD Representative for my son. There is no one living in our home other than me and my son; will there be any exception so that Representative can be paid to provide services?**

DBHDD is currently working together with all three Fiscal Intermediary agencies to ensure that this process can be performed in accordance with all applicable IRS regulations. DBHDD will communicate the decision on Employer of Record family hire as soon as decisions are finalized.

**Is family hire retro to March 1 date?**

Yes. All allowances under Appendix K are retroactive back to March 1, 2020 if the service was delivered by the family hire and is documented.

**Is overtime being approved for family hire?**

No, Appendix K does not authorize overtime payments. Staffing hours must align with PA authorized services.

**Does a participant have to be hospitalized in order for the employer to bill the retainer?**

No. Please see Appendix K for the scenarios during which an employer can bill a retainer.

**Can you bill retainer payments for two people on one day for different hours? 1 employee for 2.5 morning hours and 1 for 4 evening hours on the same day?**

Yes. You would indicate each employee's hours on the time sheet just as you would if they were working during their normal shifts.

**Will PD be allowed to pay a retainer for existing employees AND pay family members as employees for services at the same time?**

Yes, Appendix K authorizes retainer payment and family hire payments simultaneously. Family hire retainer payments only apply to family hires approved prior to 3.1.2020. Representatives need to be mindful of available budget authorized to cover services.

**Can you suggest a way to calculate the retainer payment for part-time staff person who doesn't typically work the max hours in the Prior Authorization (PA)?**

The retainer payment would be same hours the staff usually worked prior to the COVID-19 pandemic.