

James Toews
Authorized Signature

Number: SPD-AR-10-106
Issue Date: 11/30/2010

Topic: Developmental Disabilities

Due Date:

Subject: Behavior Consultation Payment Limits

Applies to (check all that apply):

- | | |
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| <input type="checkbox"/> All DHS employees | <input type="checkbox"/> County Mental Health Directors |
| <input type="checkbox"/> Area Agencies on Aging | <input type="checkbox"/> Health Services |
| <input type="checkbox"/> Children, Adults and Families | <input type="checkbox"/> Seniors and People with Disabilities |
| <input checked="" type="checkbox"/> County DD Program Managers | <input checked="" type="checkbox"/> Other (please specify): CDDP Services
Coordinators; DD Regional Crisis
Coordinators; SPD DD Regional
Coordinators; SPD Contracts
Administration Unit; SPD Provider
Payment Unit - Paul Campos; DD
Provider Technical Assistance Unit; |

Action Required: Effective **January 1, 2011, behavior consultation may only be included in NEW rates for 90 days for SE54 and SNAP tools for SE58.**

SE 58 (Foster Care) New rates:

When submitting a DD Foster Care Data Change Form (DHS-4547) for new placements, CDDPs ***must*** submit copies of the budget pages from the client's most current DD Foster Care Support Needs Assessment Profile (SNAP) and a second DD Foster Care Data Change Form (DHS-4547) to remove the Behavior Consultation funds after 90 days. In section 2 of the form please select the "rate reduction" box for this change on the form.

SE 54 (Employment or Alternative to Employment) New rates:

When submitting a Contract Action Request Form for a new SE54 placement it should reflect the full rate of the budget tool for 90 days and the reduced rate beginning on the 91st day.

Existing SE54 and SE58 rates:

Consultation fees in existing SE54 and SE58 rates must be reviewed periodically to ensure continued need, but at minimum at the individual's annual ISP.

If the CDDP currently has an individual whose existing SE54 or SE58 rates include Behavior Consultation or Nursing Consultation, but the individual is receiving reduced hours or no longer receiving Consultation, the CDDP should take the appropriate action to remove the consultant funds from the rate:

- 1). ISP team meet to determine whether consultation is still needed;
- 2). Revise the ISP to reflect current needs if reduced;
- 3). Remove or reduce consultation fees from SE54 or SE58 rate, effective the date determined it is no longer needed.

To reduce consultation fees that were included in the SE54 Budget tool, submit a Contract Request Action Form requesting the new rate which removes consultation dollars.

To reduce consultation fees that were included in the SE58 payment for an individual who is no longer receiving consultation services, submit a DD Foster Care Data Change Form (DHS-4547) to remove the Behavior Consultation funds. Again please select "rate reduction" in Section 2 on the form for this change.

The DD Foster Care Data Change form and other form instructions can be accessed on the [DHS Forms website](#) by typing in the form number (4547) in the form number search field.

Reason for Action: To ensure funds for consultation services are only paid for those individuals receiving consultation services.

Field/Stakeholder review: Yes No

If yes, reviewed by:

If you have any questions about this action request, contact:

Contact(s):	Lea Ann Stutheit, Manager DD Contracts Administration Unit		
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