

Cathy Cooper
Authorized Signature

Number: SPD-AR-11-023
Issue Date: 3/9/2011

Topic: Developmental Disabilities

Subject: Funding in eXPRS for Foster Care GF Payments Only

Applies to (check all that apply):

- | | |
|--|--|
| <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): Contracts
Administration Unit, Regional
Coordinators, Regional Crisis Team |

Action Required:

The Office of Developmental Disability Services (ODDS) allocation for General Fund Only Foster Care Payments, Service Element 58, is now in eXPRS.

The CBC System which processes Foster Care Payments does not support General Fund-only payments for those clients that are non-medicaid or certain bed hold (e.g.: absence) payments. If you were previously receiving Foster Care Payments for non-medicaid clients under Service Element 57, these will be automatically moved to SE58 in eXPRS; you do not need to submit a contract action.

To report an absence from SE58 services, please remember to complete and submit the following to the DDPTAU:

- a DD Foster Care Data Change form (DHS 4547) indicating in Section 2 the bed hold reason, and the dates out of the residence, and date they returned.
- A DHS 0337 form with Section 7 completed.

The DDPTAU staff will relay all necessary payment information to the Contracts Unit for payment once the above documentation is received. The Contracts Unit will submit a SEPA for CDDP approval and will submit the payment via a Provider Prior Authorization (PPA) to the CDDP. The SEPA will contain the information needed to make the appropriate payment: client name, prime, provider and dates of services to be paid.

Reason for Action: This action will shorten the length of time for a general fund payment to be processed for the foster care providers. This also allows us to track all Foster Care payments under one service element.

Who to Contact

If you have questions please contact your Regional Coordinator.

Field/Stakeholder review: Yes No

If yes, reviewed by:

If you have any questions about this information, contact:

Contact(s):	Lea Ann Stutheit		
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