

SC & ISC Training: IDD Connects Session 1

BE D·B·H·D·D

Georgia Department of Behavioral Health & Developmental Disabilities

Division of Developmental Disabilities
April 7, 2021



Today's Topics

- Creating a New ISP (Annual ISP)
- Creating a New ISP Version (ISP Modification/Update)
- ISP Refresh Process for Clinical Evaluations/Recommendations
- Clinical Evaluations/Recommendations Service Removals
- Aligning ISPs to Birthdays
- Creating New ISPs for Changes in Funding Source (NOW/COMP)
- March 1, 2021 New Services Implementation (3)

Creating a New ISP

New ISP

Create New ISP

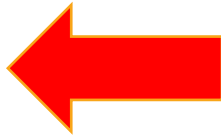
New ISPs can be created for multiple reasons such as:

- ❖ Initial ISP for service entry
- ❖ Annual ISP renewals
- ❖ Change in funding source (NOW, COMP or State Funded)
- ❖ Bridging gaps between two existing ISPs (retro/gap ISP)

New ISP Continued

Creating a New ISP (Annual ISP)

Create New ISP



[Legacy View](#)

Search

Date Range From

From



Date Range To

To



ISP Type

Select



Search

Reset

ISP Type	ISP Effective Date	ISP Expiration Date	Retro ISP?	ISP Created By	Title	SC Agency
COMP	04/26/2020	04/25/2021	No	Ronald Singleton	System Administrator	REGION THREE PL

Creating a New ISP Version

“Version Change”

New ISP Version

Create New ISP Version


New ISP Versions (formerly known as ISP Addendums) are created when a modification or update is needed to the existing ISP.


A New ISP Version does not replace annual ISP renewals.



New ISP Version Continued


Creating a New ISP Version (ISP Modification/Update)

[◀ Back to Summary](#)


ISP Effective Date: 

ISP Expiration Date: 

Retro ISP?  

 This is an approved ISP. Only non-clinical updates are allowed. To make clinical or service updates, please create a new version

[Create New ISP Version](#)



New ISP Version Continued

Users should not modify/change the dates of an existing ISP to create an annual ISP renewal.

The screenshot displays an ISP management interface. At the top left is a button labeled "Back to Summary". To its right are two date input fields: "ISP Effective Date:" with the value "04/26/2020" and "ISP Expiration Date:" with the value "04/25/2021". Further right is a label "Retro ISP?" with the value "No". On the far right are download and print icons. Below these fields is a light blue information box containing an information icon and the text: "This is an approved ISP. Only non-clinical updates are allowed. To make clinical or service updates, please create a new version". To the right of this box is a blue button labeled "Create New ISP Version". Below the information box is a separate box containing two date input fields: "ISP Effective Date:" with the value "04/26/2021" and "ISP Expiration Date:" with the value "04/25/2022". Two large red curved arrows originate from the top date fields and point to the bottom date fields, illustrating the date modification process.

Back to Summary

ISP Effective Date: 04/26/2020

ISP Expiration Date: 04/25/2021

Retro ISP? No

i This is an approved ISP. Only non-clinical updates are allowed. To make clinical or service updates, please create a new version

Create New ISP Version


ISP Effective Date: 04/26/2021




ISP Expiration Date: 04/25/2022

New ISP Version Continued (Historical ISP)

All historical ISPs can be viewed by clicking on the icon next to the ISP Type.

Historical ISP					
ISP Type	ISP Effective Date	ISP Expiration Date	ISP Created By	Title	SC
COMP	04/26/2020	04/25/2021	Ronald Singleton	System Administrator	REGION



ISP Type	ISP Effective Date	ISP Expiration Date	Retro ISP?	ISP Created By	Title
 COMP	04/26/2021 	04/25/2022 	No	Ronald Singleton	System Administrator

ISP Service Summary Refresh
for Clinical Evaluations/Recommendations

ISP Service Summary Refresh


When creating a New ISP or New ISP Version, please click on the 'Refresh' icon to pull in potential service recommendations from a completed Discipline Specific Assessment.

Service Summary

Status:

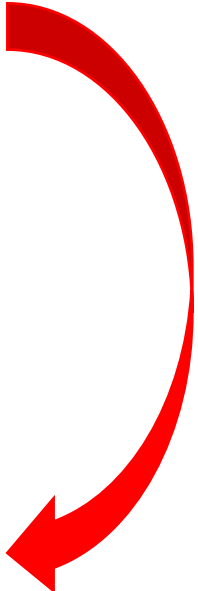
Date Completed:

	Service Description	Detailed Service Description	Recom
<input type="checkbox"/>	<input type="text" value="Support Coordination"/>	<input type="text" value="Support Coordination"/>	



Discipline Specific Assessments

Evaluation Type	Date Assigned	Date Completed	Reason for Update	Evaluation Update Date	Completed By	Status
Social Work	04/06/2021	04/06/2021	RCR	04/06/2021	Ronald Singleton	Completed



ISP Service Summary Refresh Continued

In the example below, a refreshed ISP Service Summary resulted in an additional service line for Community Living Supports – Self Directed with an increase in funding.

Detailed Service Description	Recommendation From/Date	Amount	Unit
Support Coordination		1.00	Unit(s)
Community Living Supports - Self-Directed		40000.00	Dollar(s)
Financial Support Services - Self-Directed		1.00	Unit(s)
Community Living Supports - Self-Directed	EVAL - Social Work - 04/06/2021	51300.00	Dollar(s)


Clinical Evaluations/Recommendations Service Removals

Clinical Recommendations can be removed by selecting the service(s) and clicking on the 'Remove Service' button.

<input type="checkbox"/>	Service Description	Detailed Service Description	Recommendation From/Date
<input type="checkbox"/>	Support Coordination	Support Coordination	
<input type="checkbox"/>	Community Living Supports	Community Living Supports - Self-Directed	
<input type="checkbox"/>	Financial Support Services	Financial Support Services - Self-Directed	
<input checked="" type="checkbox"/>	Community Living Supports	Community Living Supports - Self-Directed	EVAL - Social Work - 04/06/2021

1 10

Minimum FTF Visit Frequency
Monthly



Clinical Evaluations/Recommendations Service Removals Continued

There are generally 2 circumstances in which a clinically recommended service(s) can be removed from the ISP Service Summary.

- The individual, living in a non-Community Residential Alternative (CRA) setting, and/or the individual's family/legal guardian declines the recommended service(s) prior to the approval of the ISP.
- The recommended service(s) currently exists as a result of a previously approved ISP.

Clinical Evaluations/Recommendations Service Removals Continued

The individual, living in a non-Community Residential Alternative (CRA) setting, and/or the individual's family/legal guardian declines the recommended service(s) prior to the approval of the ISP.

1. Document the individual and/or the individual's family/legal guardian's decision in the last goal box of the ISP.

Include team discussion around justification for final selection of action plans and decision about number of action plans for this ISP :

(Named service/s) was/were recommended by an assessing clinician or other DBHDD staff to address and/or mitigate risks of identified/diagnosed conditions. The decision to decline the recommended services reflects your understanding of the inherent risks of declining recommended supports.

Clinical Evaluations/Recommendations Service Removals Continued

The individual, living in a non-Community Residential Alternative (CRA) setting, and/or the individual's family/legal guardian declines the recommended service(s) prior to the approval of the ISP.

2. Remove the recommended service(s) from the service summary.

The screenshot displays a web-based interface for managing services. It features a table with four columns: a selection column, 'Service Description', 'Detailed Service Description', and 'Recommendation From/Date'. The table contains four rows of services. The fourth row, 'Community Living Supports - Self-Directed', is highlighted in blue and has a checkmark in the selection column. A red double-headed arrow points from this row down to a 'Remove Service' button. Below the table is a pagination bar showing '1' of 10 items. To the right of the table is a 'Minimum FTF Visit Frequency' dropdown menu set to 'Monthly'.

<input type="checkbox"/>	Service Description	Detailed Service Description	Recommendation From/Date
<input type="checkbox"/>	Support Coordination	Support Coordination	
<input type="checkbox"/>	Community Living Supports	Community Living Supports - Self-Directed	
<input type="checkbox"/>	Financial Support Services	Financial Support Services - Self-Directed	
<input checked="" type="checkbox"/>	Community Living Supports	Community Living Supports - Self-Directed	EVAL - Social Work - 04/06/2021

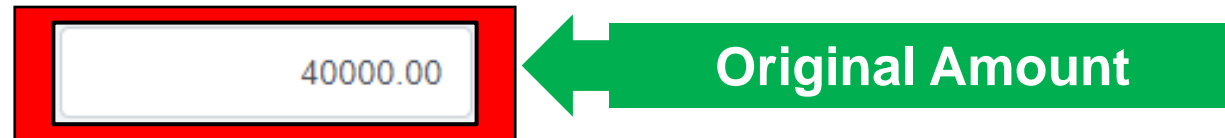
Remove Service Add New Service

Minimum FTF Visit Frequency
Monthly

Clinical Evaluations/Recommendations Service Removals Continued

The recommended service(s) currently exists as a result of a previously approved ISP.

1. If the recommendation results in an **increase** of units, hours, dollars, days, etc., review all history ISPs and Prior Authorizations for confirmation that the recommended service was previously approved.
2. If the information above is confirmed, then increase the 'Amount', 'Unit', 'Frequency' and/or 'Duration of Service' on the original service line to mirror the recommended service information.



Detailed Service Description	Recommendation From/Date	Amount	Unit	Frequency
Community Living Supports - Self-Directed		51300.00	Dollar(s)	Annually
Community Living Supports - Self-Directed	EVAL - Social Work - 04/06/2021	51300.00	Dollar(s)	Annually

Clinical Evaluations/Recommendations Service Removals Continued

The recommended service(s) currently exists as a result of a previously approved ISP continued.

3. Document the individual and/or the individual's family/legal guardian's decision in the last goal box of the ISP, particularly as it relates to the update to the original service line.
4. Remove the recommended service(s) from the ISP Service Summary.

Detailed Service Description	Recommendation From/Date	Amount	Unit
Community Living Supports - Self-Directed		51300.00	Dollar(s)

Navigation: 1 / 10

Aligning ISPs to Birthdays

Aligning ISPs to Birthdays – Medicaid Policy

Comprehensive Supports Waiver Program and New Options Waiver Program

Part II, Chapter 1100

Section 1102 (A)

Annual Individual Service Plan Document

“Annual ISP meetings will use the individual’s date of birth as a guide to annual review.”

Aligning ISPs to Birthdays – Medicaid Policy/Medicaid Billing System

In Part III of the COMP and NOW Waiver Programs, the Specific Program Requirements for each service contains a Basis for Reimbursement section. This section will often include an annual maximum of units and/or dollars. This information can also be found for each service in Appendix A.

Service Example - Transportation Services

Policy: Annual Maximum for Transportation Services = \$2,797




	Money Limit	Time Span	Time Unit	Unit Type	
Effective, 11/1/2008	2797.34	1	F - Fiscal Year	A - Amt Allowed	
Effective, 3/1/2012	2797.34	1	R - Member Rolling Birthday Period	A - Amt Allowed	Medicaid Billing System Prevention Edit
Effective, 3/1/2021	2797	1	R - Member Rolling Birthday Period	A - Amt Allowed	

Aligning ISPs to Birthdays - Example

Individual Name: John Doe

DOB: 4/1/1999

Initial ISP

ISP Type	ISP Effective Date	ISP Expiration Date	Retro ISP?	ISP Created By	Title
 COMP	11/01/2020 	10/31/2021 	No	Ronald Singleton	System Administrator

Initial ISP (Revised) / Birthday ISP

ISP Type	ISP Effective Date	ISP Expiration Date	Retro ISP?	ISP Created By	Title
 COMP	04/01/2021 	03/31/2022 	No	Ronald Singleton	System Administrator
 COMP	11/01/2020 	03/31/2021 	No	Ronald Singleton	System Administrator

Aligning ISPs to Birthdays – Process: Step 1

Individual Name: John Doe

DOB: 4/1/1999

Demographics Eligibility Evaluation ISP Prior Authorization Documents Outcomes & Support Notes Services Individual 360 Appeals Letters

ISP Effective Date: 11/01/2020

ISP Expiration Date: 10/31/2021

Retro ISP? No

Back to Summary

This is an approved ISP. Only non-clinical updates are allowed.

Update the ISP Expiration Date and click on Save at the bottom of the screen.

Create New Version


A Version Change is not required.


Save Submit




Aligning ISPs to Birthdays – Process: Step 2



Create a New ISP (Annual ISP)

[Legacy View](#)

[Create New ISP](#) 

Search 

Date Range From  Date Range To  ISP Type 

 Search  Reset

Creating New ISPs for Changes in Funding Source

NOW to COMP / COMP to NOW

Creating New ISPs for Changes in Funding Source (NOW/COMP)

The NOW Waiver Program Cost Limit

Comprehensive Supports Waiver Program and New Options Waiver Program

Part II, Chapter 700

Section 707 (A6)







The NOW individual cost limit is \$40,000 (ISP Cost). This amount does not include Support Coordination Services. A 12 months approval of additional funding up to \$6,000 above the NOW individual cost limit is permitted due to increase needs for services by the individual.

NOW \leq \$40,000 / **COMP** $>$ \$40,000

Creating New ISPs for Changes in Funding Source (NOW/COMP)

Individuals are permitted to be move between the NOW and COMP Waiver programs within an ISP year. Because each program is unique, a new ISP and Prior Authorization will be required.

ISP

ISP Type	ISP Effective Date	ISP Expiration Date	Retro ISP?	ISP Created By	Title
 COMP	04/01/2021 	12/23/2021 	No	Ronald Singleton	System Administrator
 NOW	12/24/2020 	03/31/2021 	No	Ronald Singleton	System Administrator

Prior Authorization

IDD PA Number	PA Status	Funding Source	Effective Date	Expiration Date	% of Providers Identified
1652	Saved	COMP	04/01/2021	12/23/2021	0
1651	Saved	NOW	12/24/2020	03/31/2021	0

Navigation: 1 / 10

New Services Implementation

Effective March 1, 2021

Service Descriptions

The January 1, 2021 NOW and COMP Waiver Manuals were released and outlined modifications to three services:

Behavioral Support Services - Combined two services, Behavioral Support Services and Behavioral Support Consultation, into one overall behavioral service with one sub-category indicating two levels of the same service.

Transportation - The change in rate unit methodology in Transportation Services. \$1.00 = 1 unit. The maximum authorization for Transportation Services has not changed.



Respite - 15 Minutes, Out of Home - The addition of a service description for short periods of respite care, less than 24 hours, in an out-of-home setting.

For additional information regarding these services please review Part III of the NOW and COMP Waiver Manuals.


Behavioral Support Services

IDD Connects Service Options (2)


Service Summary

[Refresh](#)  

Status:

Date Completed: 

<input type="checkbox"/>	Service Description	Detailed Service Description	
<input type="checkbox"/>	<input type="text" value="Behavioral Supports (Effective 3/1/2021)"/>	<input type="text" value="Behavioral Supports (Level 1 & 2)"/>	
<input type="checkbox"/>	<input type="text" value="Behavioral Supports (Effective 3/1/2021)"/>	<input type="text" value="Behavioral Supports (Level 1 & 2) - Self-Directed"/>	



 1 / 10

Minimum FTF Visit Frequency:

Transportation Services

IDD Connects Service Option (1)


Service Summary

[Refresh](#)  

Status:

Date Completed:

<input type="checkbox"/>	Service Description	Detailed Service Description
<input type="checkbox"/>	<input type="text" value="Transportation Services"/>	<input type="text" value="Transportation Services (Eff 3/1/2021)"/>

 1 10

Minimum FTF Visit Frequency:

Respite – 15 Minutes, Out of Home

IDD Connects Service Options (4)

Service Summary Refresh Download Print

Status: In-Progress Date Completed:

	Service Description	Detailed Service Description
<input type="checkbox"/>	Respite Services	Respite - Out of Home - 15 Min - Category 1 (Eff 3/1/2021)

Remove Service

- Respite - Daily - Category 1 - Self-Directed
- Respite - Daily - Category 2
- Respite - Daily - Category 2 - Co-Employer
- Respite - Daily - Category 2 - Self-Directed
- Respite - Out of Home - 15 Min - Category 1 (Eff 3/1/2021)**
- Respite-OutOfHome-15 Min-Cat 1-Self-Directed (Eff 3/1/2021)
- Respite - Out of Home - 15 Min - Category 2 (Eff 3/1/2021)
- Respite-OutOfHome-15 Min-Cat 2-Self-Directed (Eff 3/1/2021)

Questions

