



Georgia Department of Behavioral Health
& Developmental Disabilities

Judy Fitzgerald, Commissioner

DBHDD

Division of Developmental Disabilities

MEMORANDUM

TO: DBHDD Participant-Direction Enrolled Individuals and Representatives
FROM: Amy Riedesel, Director of Community Services
DATE: December 1, 2020
RE: Operational Guidelines for Family Caregiver Hire Under Appendix K

The purpose of this memorandum is for the Georgia Department of Behavioral Health and Developmental Disabilities (DBHDD) to communicate a recent change to the Operational Guidelines for Appendix K during the COVID-19 public health emergency. This memorandum provides information that specifically addresses the **temporary Family Caregiver Hire** provision for individuals enrolled in the Participant-direction model of waiver services during the period that Appendix K is effective.

During the authorized period for Appendix K, DBHDD allows for the temporary hiring of family caregivers who live in the home with the individual receiving services through the NOW or COMP Medicaid Waiver. **No new family caregiver hires will be allowed after December 28, 2020; family caregivers hired (in accordance with these Operational Guidelines) on or before December 28, 2020 will continue to be authorized until the expiration of Appendix K (currently set for February 28, 2021). All required enrollment forms and documentation for new family caregiver hires must be fully and properly submitted on or before December 28, 2020.**

As previously outlined in Section E3 of the Appendix K Operational Guidelines, billing for family caregiver hire services will not be approved prior to receipt of the 'good to go' letter and must align with the date of hire on the enrollment forms. Enrollment forms cannot be backdated, and services rendered will not be reimbursed for dates prior to the approved hire date by the Fiscal Intermediary (FI). This policy can be found at the following: <https://gadbhdd.policystat.com/policy/8618606/latest/>

Any questions can be submitted to the DBHDD participant-direction email box at participant.direction@dbhdd.ga.gov