SC & ISC Training Session: ISP Version Changes

BE D·B·H·D·D

Georgia Department of Behavioral Health & Developmental Disabilities

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DD Division Budget Manager
Division of Developmental Disabilities
October 26, 2023

D·B·H·D·D

Today’s Topics

- ISP Version Change Policy Review
- 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)
- NOW Cost Limit

ISP Version Change Policies

Policies Related to ISP Version Changes

Comprehensive Supports Waiver Program and New Options Waiver Program (Part II)

www.mmis.georgia.gov

Provider Manuals (more than 150 available)

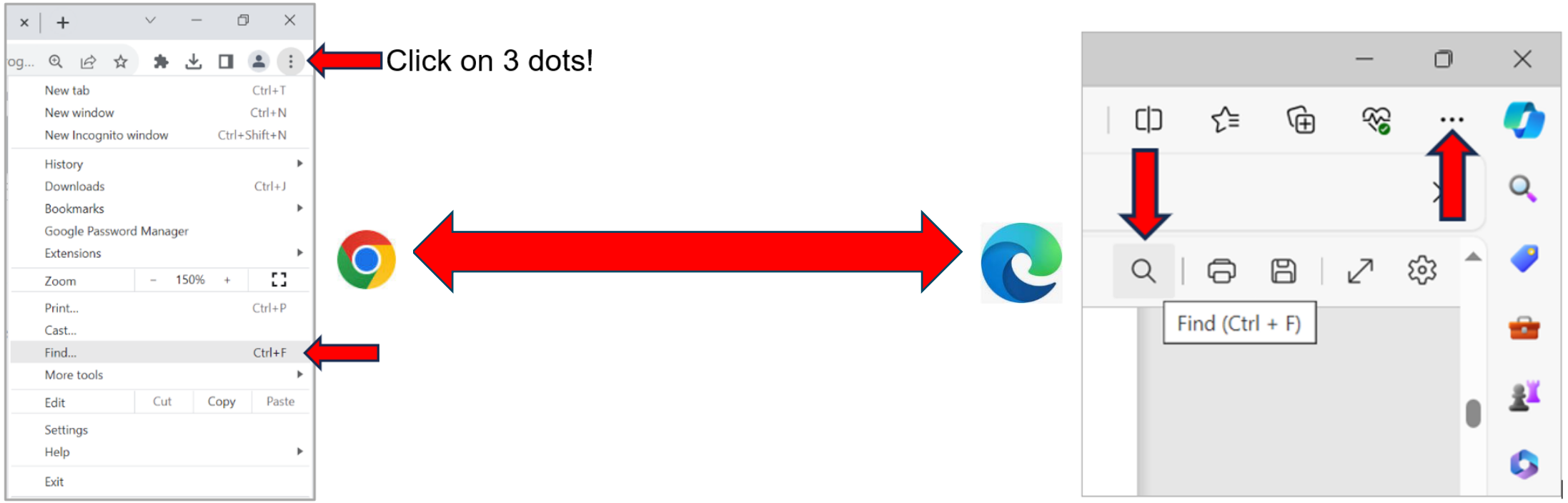
Title	File Type	Category	Size (KB)	Release Date
Adult Protective Services Targeted Case Management	PDF	CURRENT POLICY MANUALS	758.5	10/01/2023
Adults with Aids Targeted Case Management	PDF	CURRENT POLICY MANUALS	607.4	10/01/2023
Advanced Nurse Practitioner Services	PDF	CURRENT POLICY MANUALS	2102.5	10/01/2023
Ambulatory Surgical and Birthing Center Services	PDF	CURRENT POLICY MANUALS	964.1	10/01/2023
At Risk of Incarceration Targeted Case Management	PDF	CURRENT POLICY MANUALS	526.5	10/01/2023
Autism Spectrum Disorder Services	PDF	CURRENT POLICY MANUALS	1268.4	10/01/2023
Childbirth Education Program	PDF	CURRENT POLICY MANUALS	972.5	10/01/2023
Children's Intervention School Services	PDF	CURRENT POLICY MANUALS	1261.3	10/01/2023
Children's Intervention Services	PDF	CURRENT POLICY MANUALS	2693.3	10/01/2023
Community Behavioral Health Rehabilitation Services	PDF	CURRENT POLICY MANUALS	2363.6	10/01/2023
Comprehensive Supports Waiver Program and New Options Waiver Program	PDF	CURRENT POLICY MANUALS	3073.5	10/01/2023
Comprehensive Supports Waiver Program Chapters 1300-3700	PDF	CURRENT POLICY MANUALS	1851.7	10/01/2023

Policies Related to ISP Version Changes

Comprehensive Supports Waiver Program and New Options Waiver Program (Part II)

Information search recommendations:

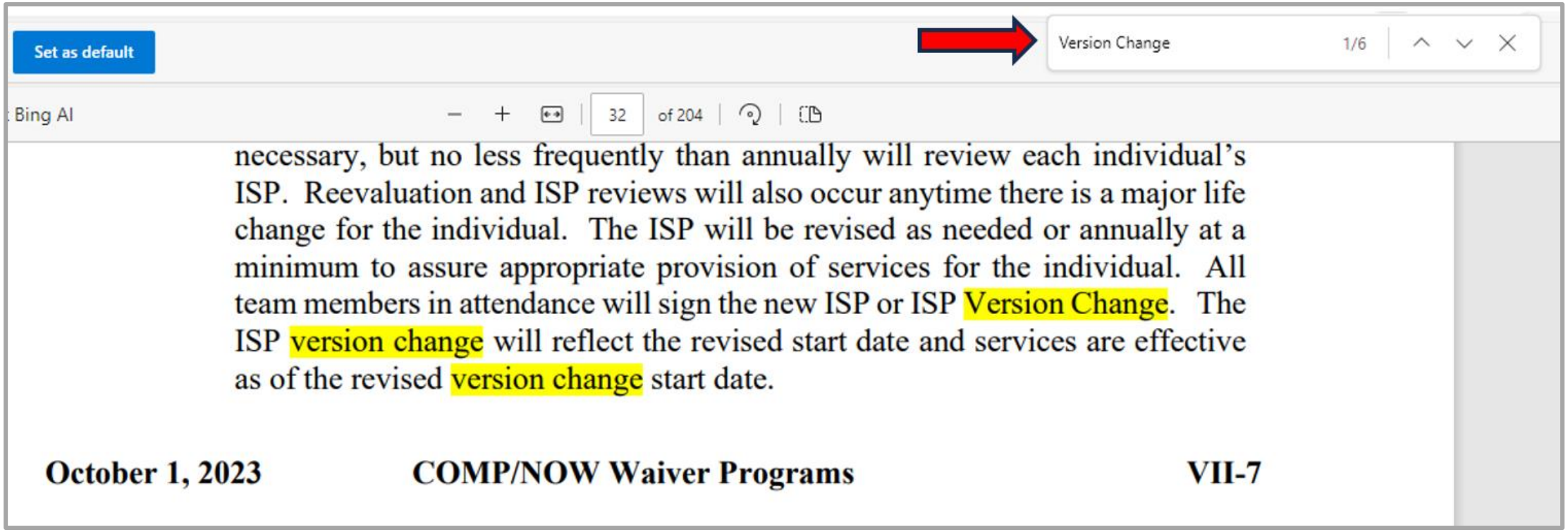
- Ctrl + ‘F’
- ‘Find…’ feature (top right corner of the page) [Chrome and Edge browsers shown below]



Policies Related to ISP Version Changes

Comprehensive Supports Waiver Program and New Options Waiver Program (Part II)

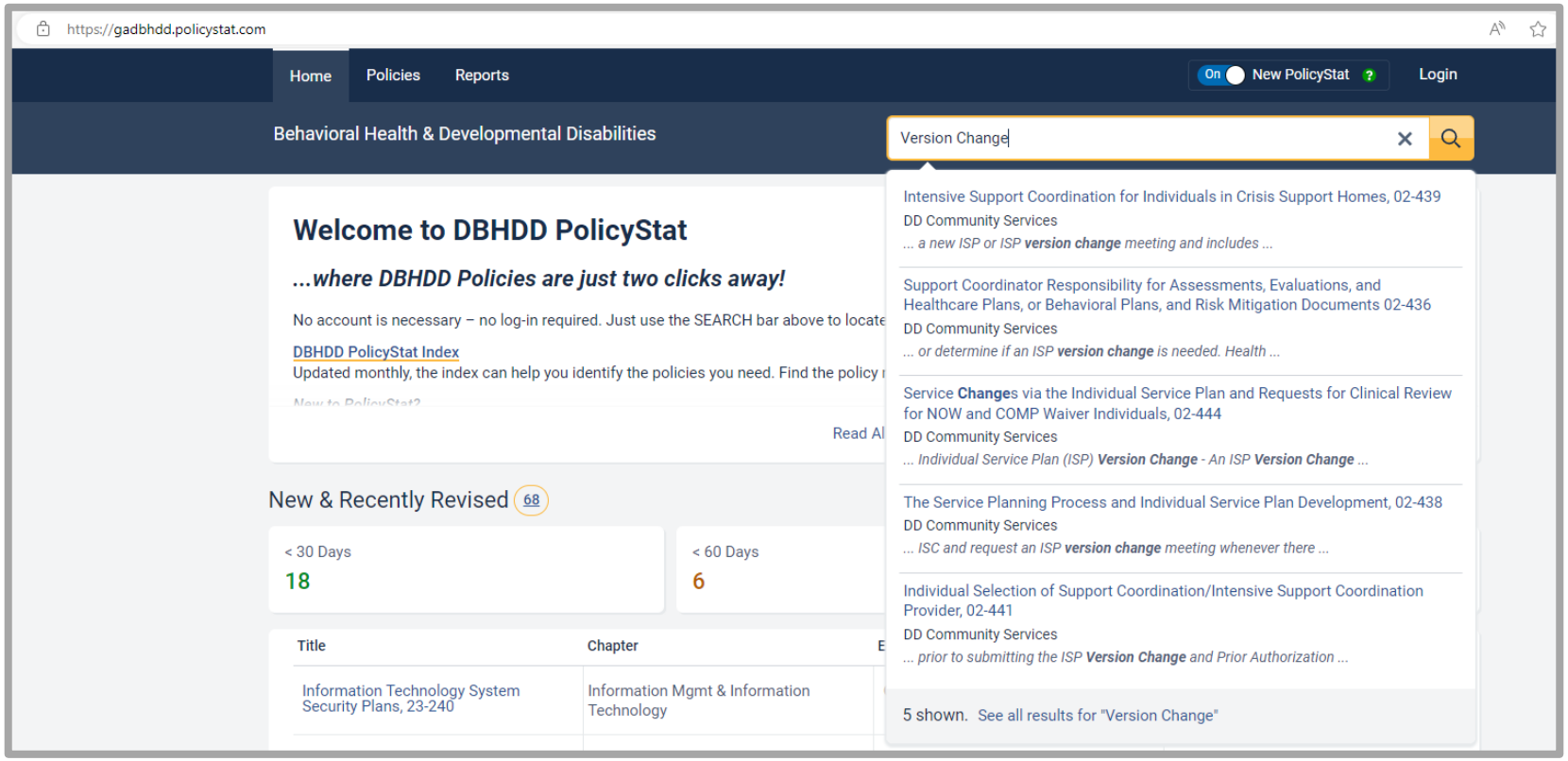
Ctrl + F search results with “Version Change” entered:



Policies Related to ISP Version Changes

DBHDD PolicyStat (DBHDD Web Page: dbhdd.georgia.gov

https://gadbhdd.policystat.com



New ISP & ISP Version Change

New ISP

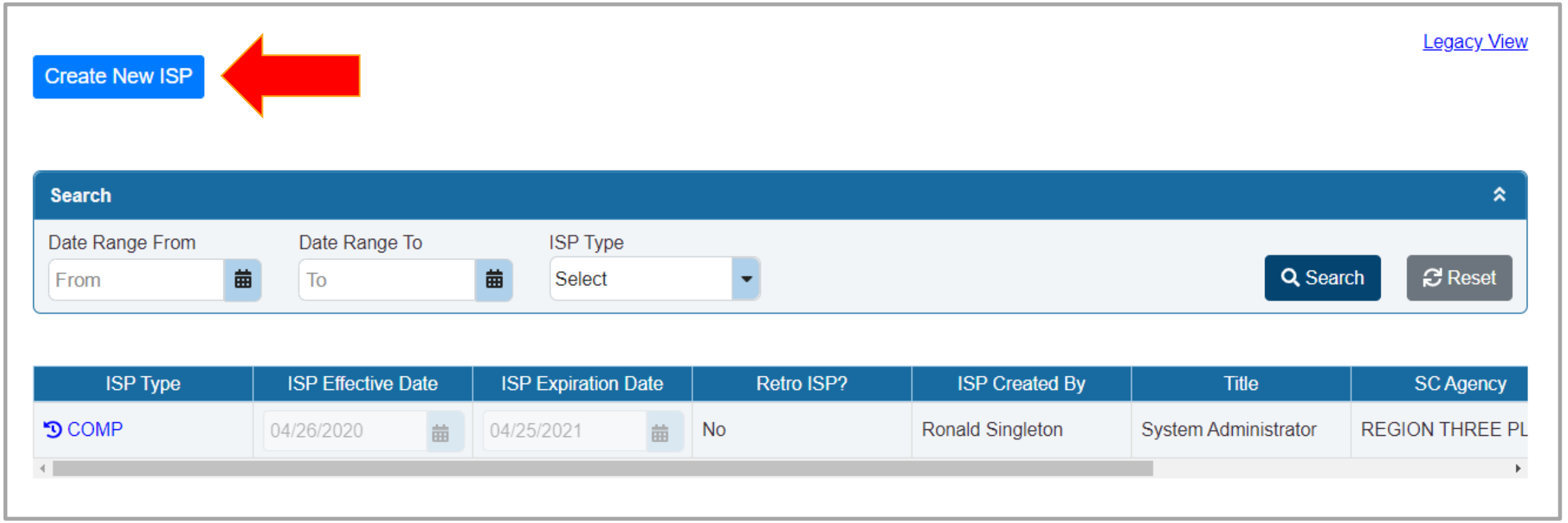
Create New ISP

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)
- Aligning ISP effective date with member birthdate

New ISP Continued

Creating a New ISP



Creating a New ISP Version

“Version Change”

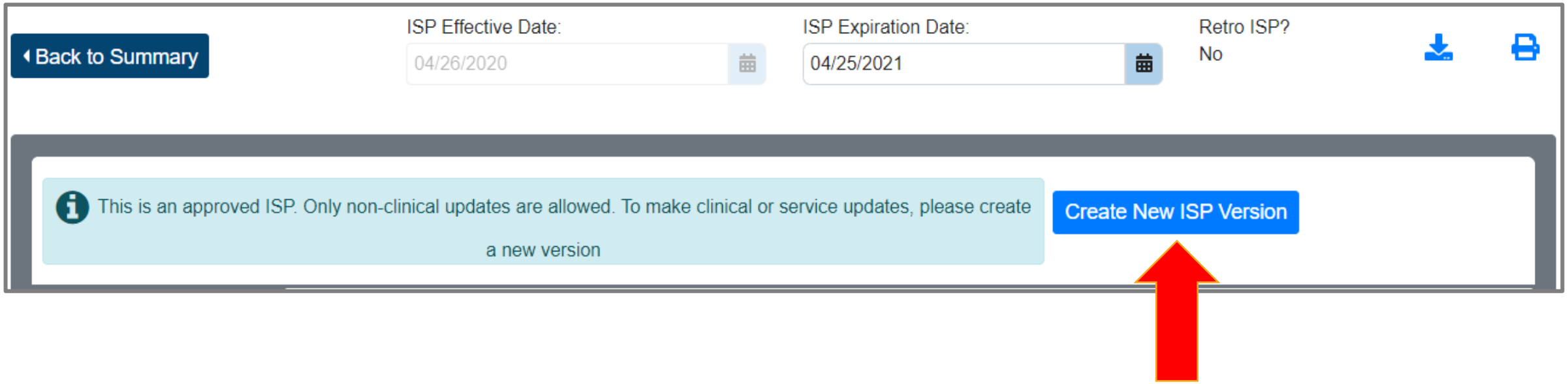
New ISP Version

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.

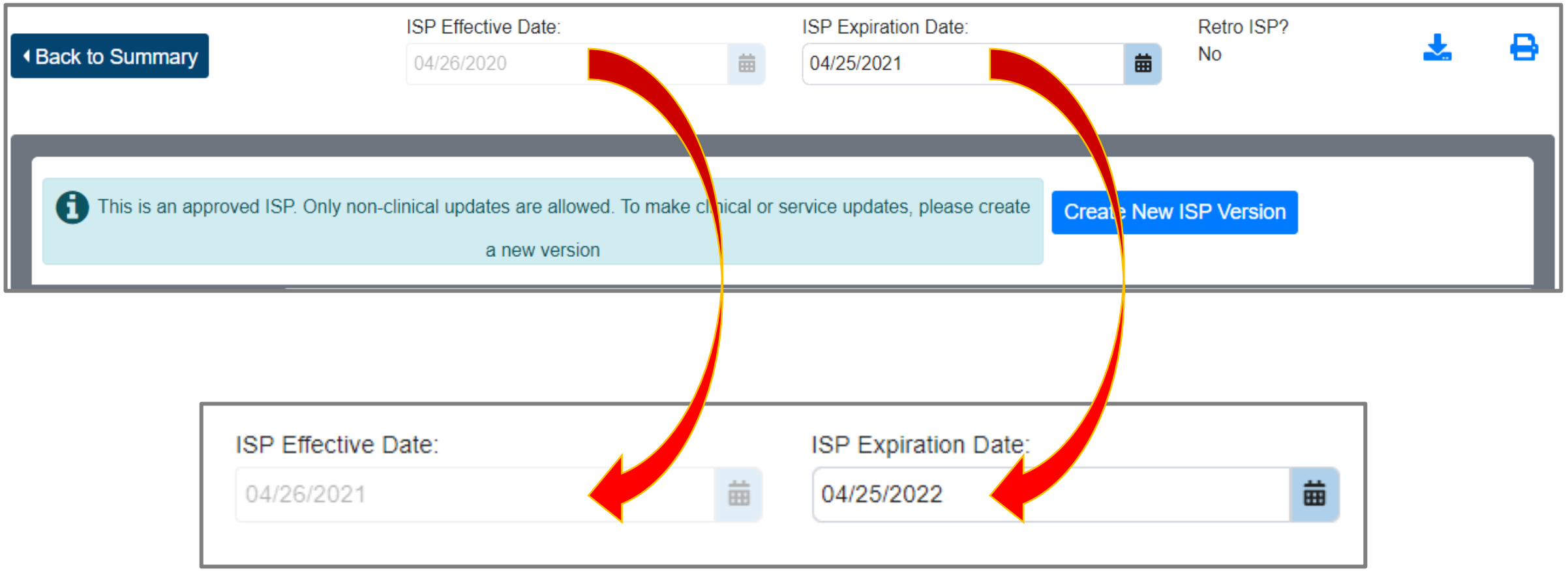
New ISP Version Continued

Creating a New ISP Version (ISP Modification/Update)



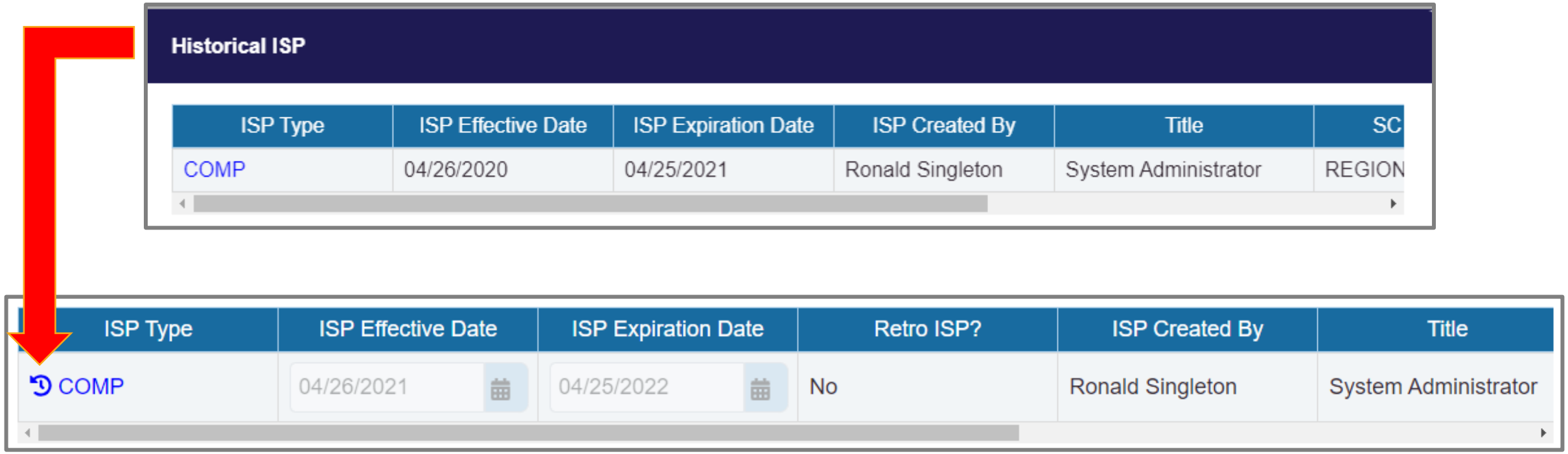
New ISP Version Continued

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



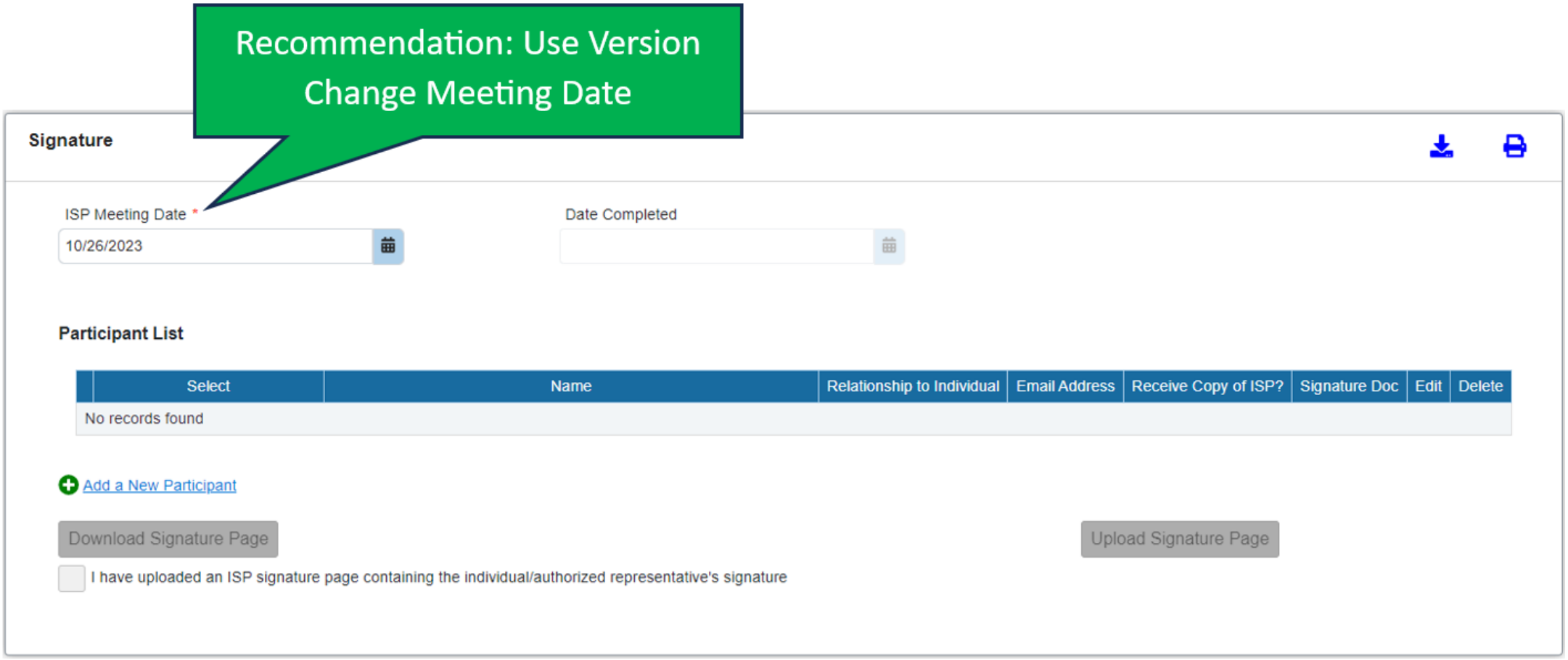
New ISP Version Continued (Historical ISP)

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



New ISP Version Continued (Meeting Date)

Policy and IDDC System Updates Pending (Meeting Dates)

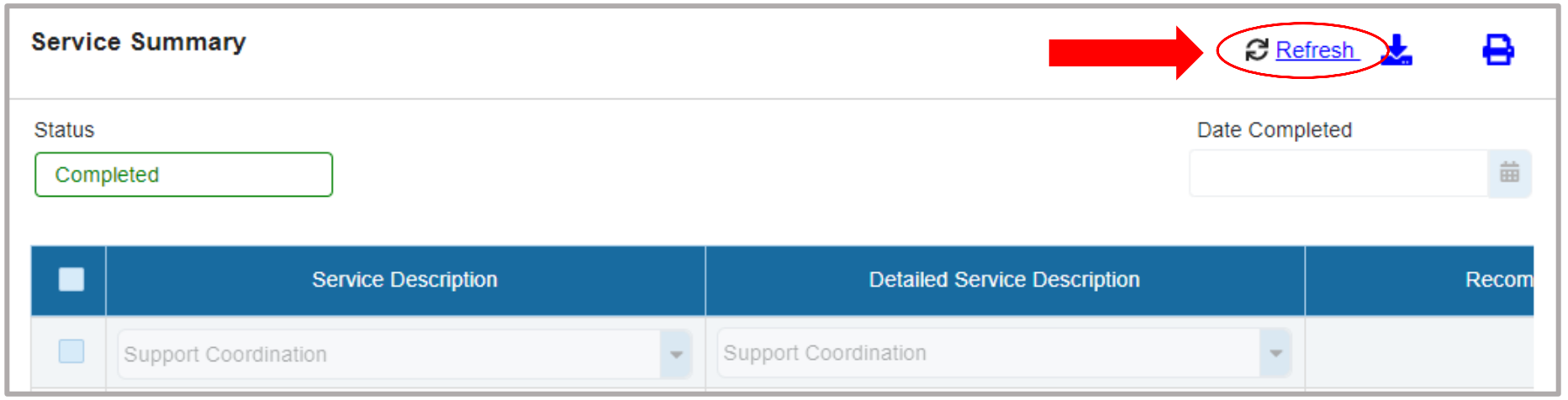


ISP Service Summary Refresh

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.



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)

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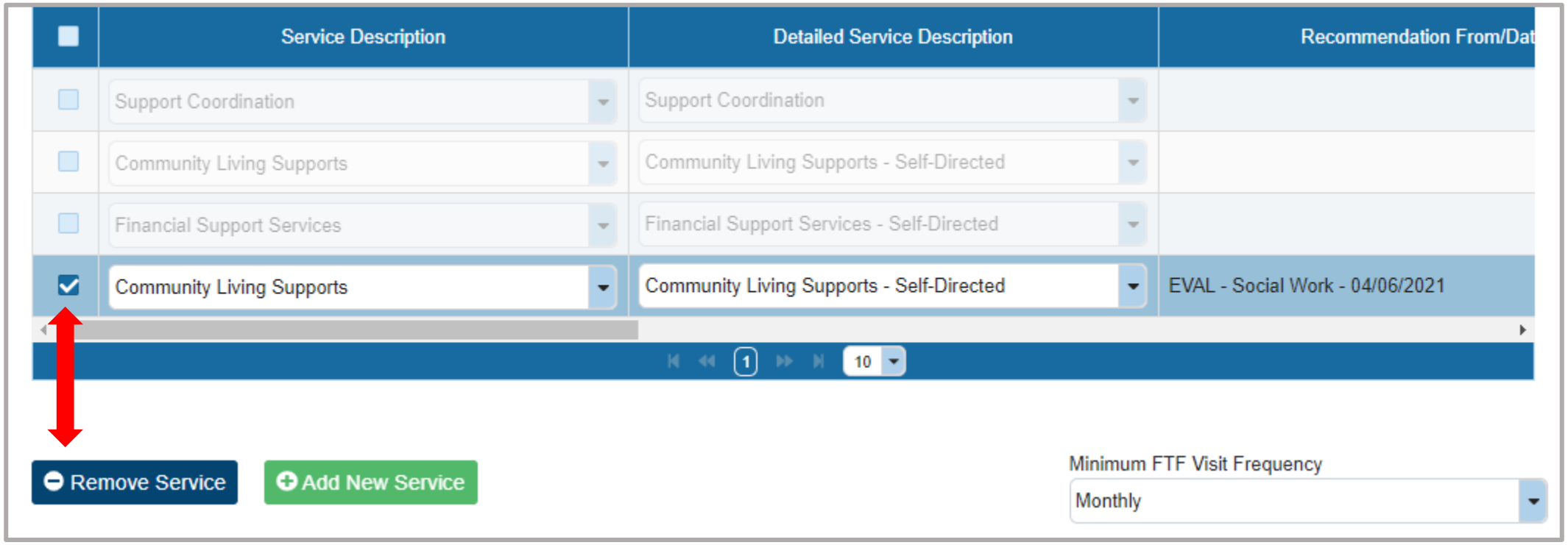
Clinical Evaluations/Recommendations Service Removals

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



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.

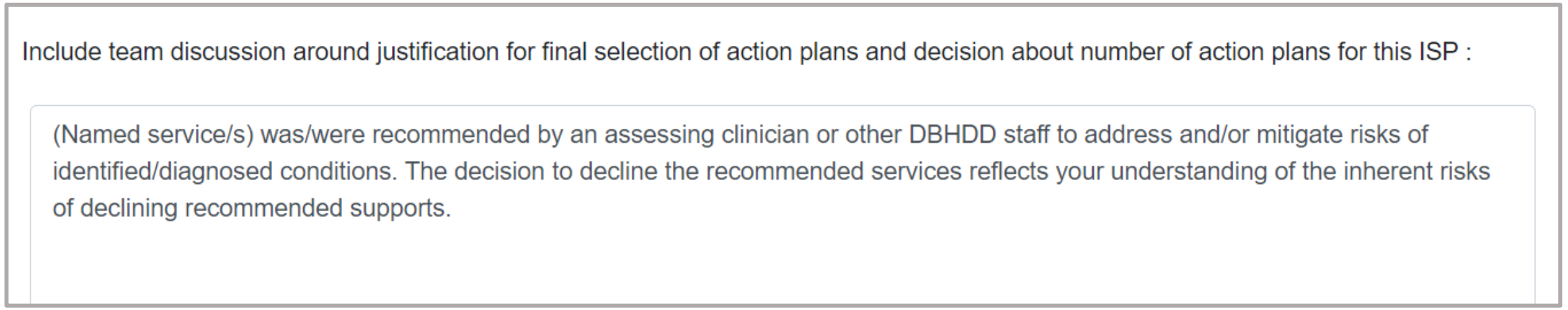
- The individual, living in a non-Community Residential Alternative (CRA) setting, and/or the individual's family/legal guardian declines the recommended service(s) prior to the approval of the ISP.

- 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.

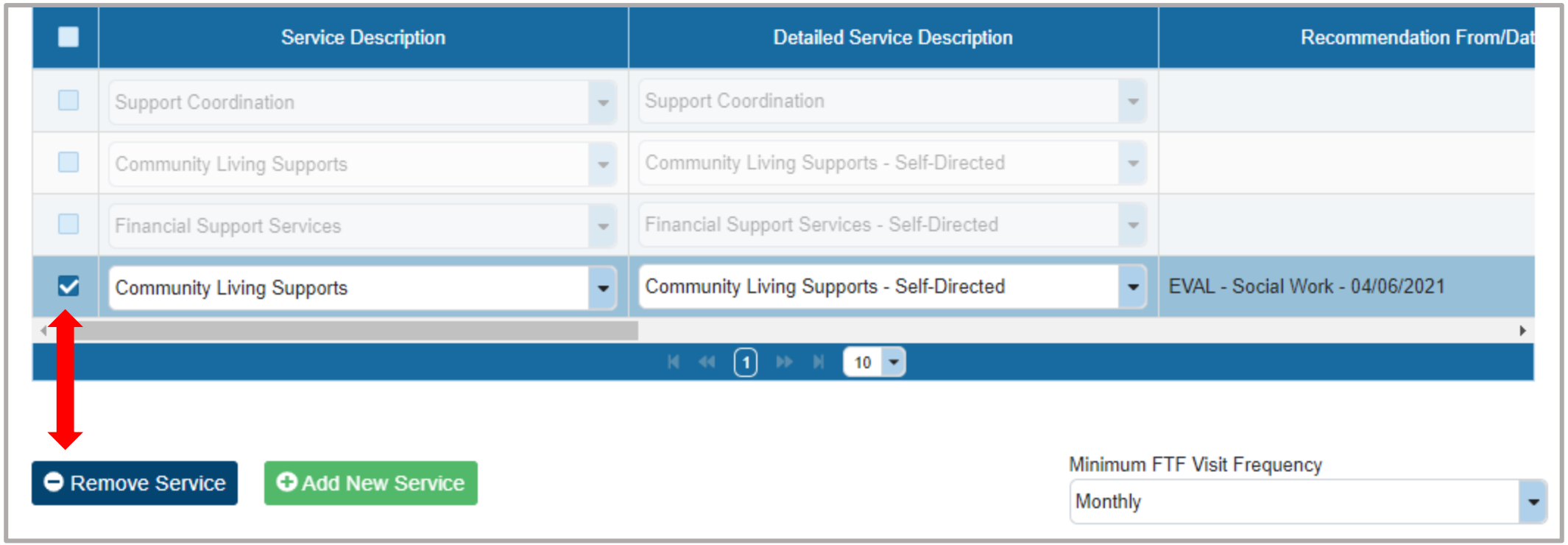
1. Document the individual and/or the individual's family/legal guardian's decision in the last goal box of the ISP.



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.

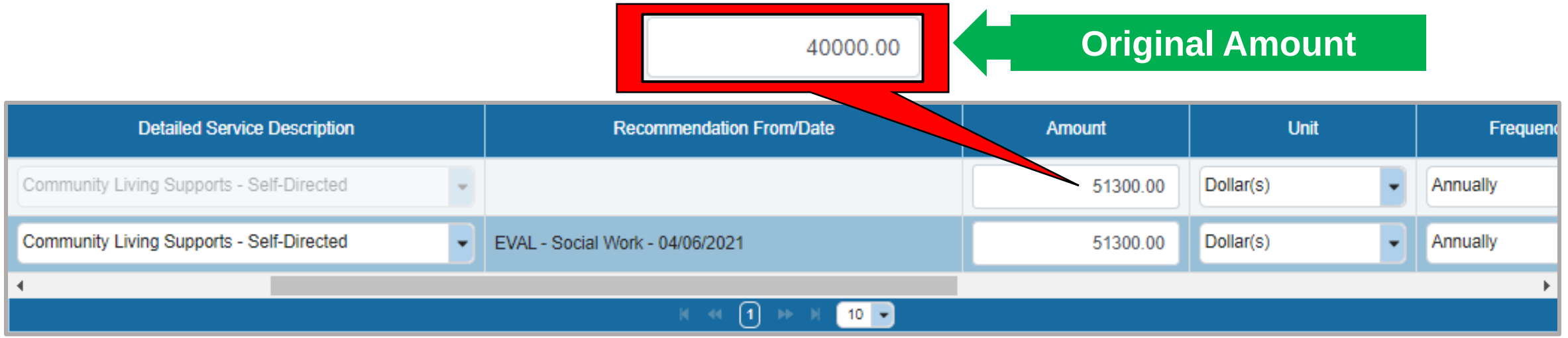


Clinical Evaluations/Recommendations Service Removals Continued

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.



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)

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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

Effective, 11/1/2008

Effective, 3/1/2012

Effective, 3/1/2021

Money Limit	Time Span	Time Unit	Unit Type
2797.34	1	F - Fiscal Year	A - Amt Allowed
2797.34	1	R - Member Rolling Birthday Period	A - Amt Allowed
2797	1	R - Member Rolling Birthday Period	A - Amt Allowed

Medicaid Billing System Prevention Edit

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

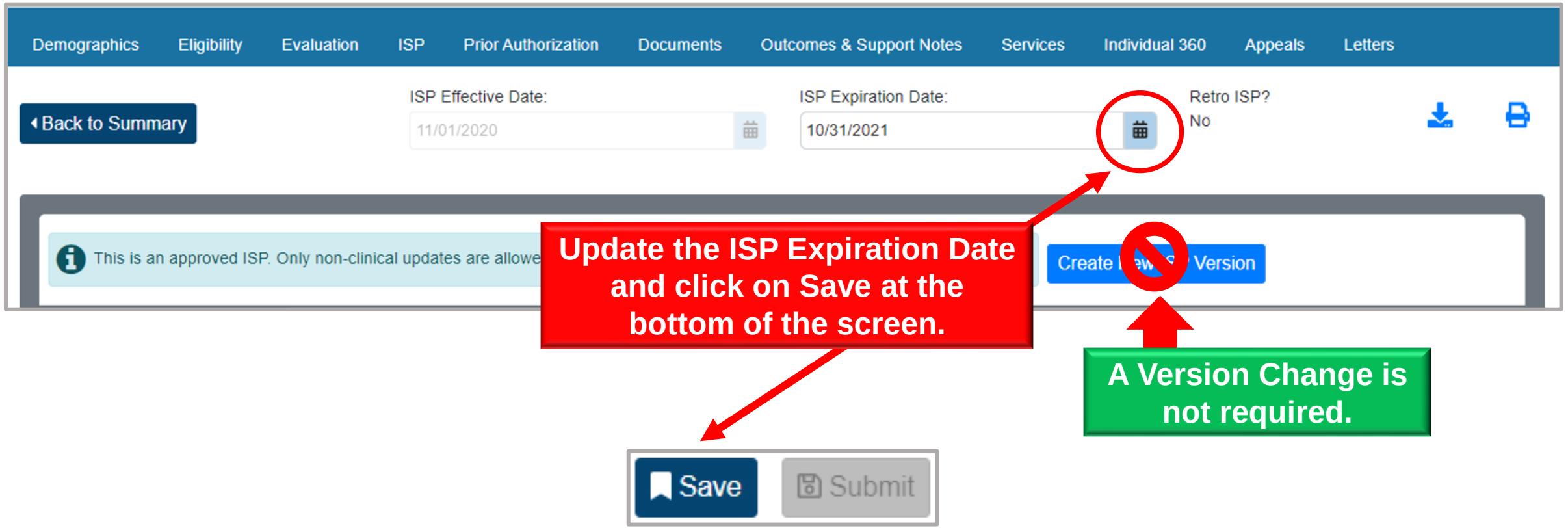
Initial ISP (Revised) / Birthday ISP

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

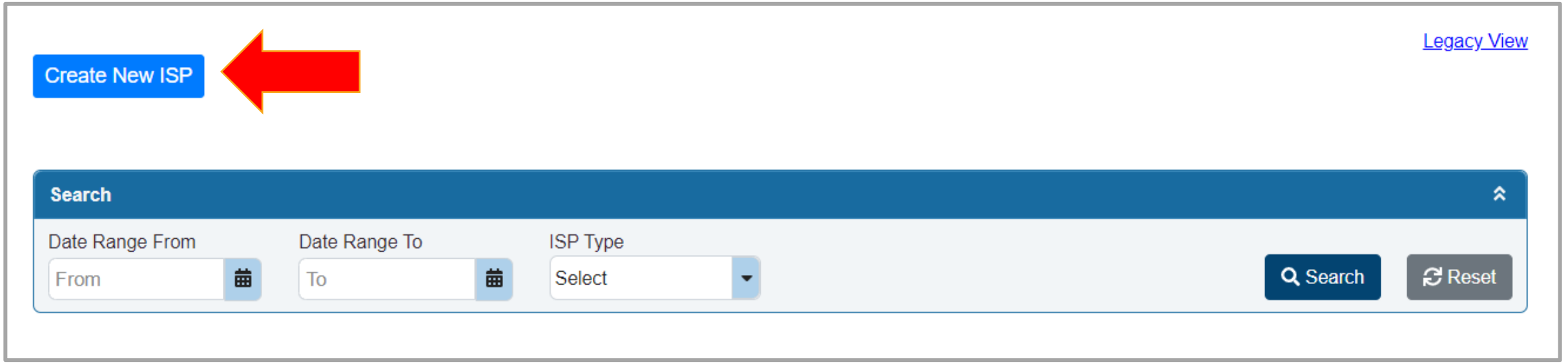
Individual Name: John Doe

DOB: 4/1/1999



Aligning ISPs to Birthdays – Process: Step 2

Create a New ISP (Annual ISP)



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 ≤ $40,000 / **COMP** > $40,000

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

The NOW Waiver Program Cost Limit (Update)

DBHDD has requested an increase for the cost limit amount via an amendment to the current NOW Waiver application.

The NOW Individual Cost Limit will increase to $47,124.00.

Total fiscal impact of change in rates is as follows:

	State Funds	Federal Funds	Total Funds
SFY 2024	$18,210,759	$35,177,569	$53,388,328

Additional Modifications

DCH proposes to modify the waivers to allow for the Appendix K provision continuing family caregiver hire for legally responsible person, relative and legal guardian for Community Access, Community Living Support Services, Supported Employment Services and Transportation Services. Public guardians cannot serve as family caregiver hires. Legally responsible persons can only provide these services when they constitute care over and above that which a legally responsible person would ordinarily provide.

This public notice is available for review at each county Division of Family and Children Services office. An opportunity for public comment will be held on **September 21, 2023 at 11:00 a.m., via Zoom audio**. There will be **no in-person** attendance at the Department of Community Health (DCH).

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

Participant Directed Services

Comprehensive Supports Waiver Program and New Options Waiver Program

Part II, Chapter 1200

Section 1207 (IV)

IV. For new enrollees, Participant-Directed COMP/NOW Services may only be initiated on the 1st of the month after attending the mandatory training. For waiver program changes from NOW to COMP, services may only be initiated on the 1st of the month proceeding DBHDD approval of the conversion.

Questions