

Rate Load for Temporary Enhanced Rates

ODP Announcement 21-059

AUDIENCE:

Administrative Entities (AEs), Supports Coordination Organizations (SCOs), All Direct Service Providers (Base and Waiver Providers), Other Interested Parties

PURPOSE:

To inform stakeholders of the rate load timeline and to provide guidance for the temporary enhanced rates associated with Community Participation Supports (CPS) and Transportation Trip.

DISCUSSION:

ODP issued a communication titled “Update on Status of Temporary Enhanced Rates for Community Participation Supports (CPS) and Transportation Trip”, via the PW, ODP_Outreach RA-PWODP_OUTREACH@PA.GOV mailbox, on Friday July 23, 2021. The enhanced rates are anticipated to be visible on Individual Support Plans (ISPs) in the Home and Community Services Information System on (HCSIS) August 1, 2021 with an effective date of August 1, 2021.

For the most part, services should auto-authorize and there should be no need for manual intervention. However, if errors set, see the section of this communication titled “Manual Review Process in HCSIS For a Mass Rate Change”, which is found on the next page. Providers are strongly encouraged to review Service Authorization Notices or the Provider Service Detail report in HCSIS to confirm the enhanced rates were loaded and authorized before attempting to bill for any CPS or Transportation Trip services rendered August 1, 2021 and after.

Compensation for Temporary Enhanced Rates for the Period July 1, 2021 – July 31, 2021

The enhanced CPS and Transportation Trip rates will not be loaded in ISPs for the period July 1, 2021 through July 31, 2021. Instead, the current rate will remain for that period and ODP will be compensating providers, via gross adjustments, for the difference between the rate billed and the temporary enhanced rate for CPS and Transportation Trip services that were rendered during the period July 1, 2021 through July 31, 2021. This is intended to eliminate the effort of voiding and re-billing claims. ODP anticipates processing gross adjustments during October 2021 to ensure all billing for the month of July 2021 has been completed. Providers are requested to bill in a timely manner to minimize the need for corrections.

Rate Load Impact on ISPs in Draft and Pending Approval Status

Plans in draft or pending approval status will be updated with the temporary enhanced rates for CPS and Transportation Trip services. If there are any exceptions that set on the draft or pending approval plan, as a result of the rate load, these plans will be “locked” and the AEs must resolve the issue using the View Modifications screen found in the Mass Rate Change tab in HCSIS.

Two Service Segments on ISPs for CPS and Transportation Trip Services

Since the temporary enhanced rates for CPS and Transportation Trip services will have a begin date of August 1, 2021, two service/rate segments in authorized status will be present on ISPs, assuming no errors set. One service/rate segment will reflect the period July 1, 2021 to July 31, 2021 and the second service/rate segment will reflect the period August 1, 2021 to June 30, 2022.

Authorized units on the first service/rate segment (7/1/21 thru 7/31/21) will reflect total authorized units for the fiscal year 2021/2022 divided by 12. Units on the first service/rate segment that do not evenly divide by 12, will be applied to the first service/rate segment as demonstrated in the chart below. If an individual requires more than 1/12 of the annual authorized units for July 2021, a revision to the plan will be necessary to move units from the August 2021 through June 2022 period. For the period from 7/1/21 thru 7/31/21, providers should bill normally for any services rendered.

The second service/rate segment will contain the remainder of units that were previously authorized for the entire fiscal year and were not applied to the first service/rate segment.

Example of Unit Split Logic for Each CPS or Transportation Trip Service Line on ISP		
Total Authorized Units for FY 20/21	1 st Rate/Service Segment 7/1/2021 – 7/31/2021	2 nd Rate/Service Segment 8/1/2021 – 6/30/2022
1200	100	1100
200	16.67 = 17	183
210	17.5 = 18	192
208	17.333= 17	191

Rate Load Causing Cap Limitation to be Exceeded

It is possible that once the temporary enhanced rate load occurs in HCSIS cap limitations may be exceeded for individuals not currently approved for a cap exception. Plans associated with individuals approved for a cap exception should not experience an enhanced rate load issue. If a cap limitation prevents the enhanced rate to update, the service will be in a pending authorization status until AEs modify the plan accordingly or a cap exception is put in place. For new cap exception requests, please follow the guidance posted on the Pennsylvania Department of Human Service (DHS) webpage. This guidance can be found by using the following hyperlink: [ODP-Waiver Cap Exceptions \(pa.gov\)](https://www.pa.gov/odp-waiver-cap-exceptions). The existing template on the webpage should be used for any new cap exceptions requests.

Manual Review Process in HCSIS For a Mass Rate Change

Once the rate change is initiated, if one or more plans are not updated automatically by HCSIS, AEs may review the errors that set the exception and fix the errors accordingly. Administrative Entities may view the impacted service contracts, impacted claims, impacted plans, and exceptions, resulting from a mass rate change, via the *View Modifications* screen in HCSIS. All line items with a status of “Updates in Progress” will need to be addressed by the AE before the rate change is finalized. Please note, if a provider service location has a service that is authorized with more than one AE, the provider’s service location could still show “Updates in Progress” until all AEs resolve any outstanding errors. Once the error(s) are corrected and the AE marks the status of the mass rate change as “Updates Completed”, the updates are reprocessed by the overnight mass rate change batch and will be finalized the next day, unless another error sets.

For information on how to resolve errors and finalize a mass rate change for records with a status of “Updates in Progress”, go the “Mass Rate Change Tool Tip Sheet (AE Users)” resource in the LMS. Begin with step 6. Although this LMS resource was initially created to explain the steps for AEs to address base rate changes, step 6 and forward also applies to the AE’s ability in HCSIS to address waiver rate changes.