



STATE OF WEST VIRGINIA  
DEPARTMENT OF HEALTH AND HUMAN RESOURCES  
Bureau for Medical Services

Bill J. Crouch  
Cabinet Secretary

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Commissioner

TO: Aged and Disabled Waiver (ADW) Providers and Traumatic Brain Injury Waiver (TBIW) Providers

FROM: Randy Hill  
Director of Home and Community-Based Services

DATE: November 5, 2020

SUBJECT: Waiver Application Amendments

Due to ongoing impact of the COVID-19 pandemic, the projected effective dates of the ADW and TBIW Application Amendments have been changed from January 1, 2021 to April 1, 2021. The purpose of this memo is to provide details regarding the implementation of changes addressed in the application amendments and to clarify issues related to pandemic measures that have been discussed on recent conference calls with the provider agencies.

Implementation of Conflict-Free Case Management (CFCM)

- CFCM will be phased-in based upon members' anchor dates beginning with members that have anchor dates in April 2021.
- Beginning with the annual medical eligibility assessments of ADW and TBIW members with anchor dates in April 2021, KEPRO will provide education regarding CFCM and request members to choose separate Case Management and Service Agencies. If a member is unable to make a choice at the time of the assessment, the current Case Manager will be responsible for assisting the member in making a choice and submitting the Freedom of Choice form to KEPRO prior to the member's anchor date. If a selection has not been made by the member's anchor date, BMS will refer the member to a Case Management agency.
- The Per-Member-Per-Month (PMPM) service code for TBIW and the new Case Management rates for ADW and TBIW will go into effect for all members on 4/1/2021.
- KEPRO will end date existing TBIW Case Management authorizations to 3/31/2021 but providers will continue to be allowed to bill against those authorizations with dates of service prior to 4/1/2021. KEPRO will authorize the new Case Management service codes for TBIW members with active Case Management authorizations. Each TBIW member will be authorized for one Case Management unit for each month from April 1, 2021 through the remainder of their budget year.

- Case Management Certification Training will be available by 12/1/2020. Existing Case Managers will be required to successfully complete the training by 5/31/2021. WV Licensed Social Workers, WV Licensed Professional Counselors and WV Licensed Registered Nurses that provide Case Management services will not be required to complete the training. Case Managers hired on/after 12/1/2020 will be required to successfully complete the training within six months of their hire date. Until certified, new Case Managers will be required to be supervised by a Certified Case Manager. Supervision will be documented by the supervising Case Manager cosigning documentation completed by the new/uncertified Case Manager. (Monthly Home Visit Forms and Case Management Logs)

#### ADW Transportation Rate

The ADW Non-Medical Transportation rate will remain \$0.54 per mile through 3/31/2021. On 4/1/2021 the new ADW transportation service code and \$0.42 rate will go into effect.

#### Expedited ADW Eligibility Process:

BMS has been tasked with an initiative to expedite the ADW enrollment process for nursing home residents, hospital patients and individuals in the community who are considering placement in a nursing home. The expedited process reduces the number of steps in the enrollment process and the need for the member to obtain and deliver forms to the local DHHR.

The new process will consist of the following:

1. Applicant or applicant's physician submits the MNER to KEPRO
2. KEPRO will send the applicant a letter confirming receipt of the MNER.  
Enclosed with the letter is the long-term care application required by the local DHHR to determine financial eligibility
3. KEPRO will send the yellow DHS2 directly to the local DHHR eligibility unit
4. A DHHR Economic Service Worker (ESW) will contact the member to assist with the completion of the form and to let the member know when and how to return the form
5. Once the ESW determines financial eligibility, they will return the yellow DHS2 to KEPRO
6. KEPRO will send the white DHS2 to the DHHR eligibility unit to indicate the member is medically eligible
7. KEPRO will download the white DHS2 into CareConnection®
8. The Personal Attendant Agency and the Case Management Agency will be notified of the applicant's agency selection and will be required to accept the referral prior to activation of the applicant
9. BoSS will activate applicant

Electronic Visit Verification (EVV)

- The contract for the EVV vendor has been awarded to HHAeXchange. The vendor will provide initial training and an overview of the state's EVV implementation plan at the Quarterly ADW/Personal Care Services Provider meeting on November 18, 2020.
- ADW and TBIW Non-Medical Transportation services will not be included in EVV and claims for transportation services will not be required to include the workers' National Provider Indicator (NPI) number.
- The deadline for obtaining NPI numbers for Case Managers and direct-care workers required to use EVV is December 31, 2020. These workers will also be required to sign a Medicaid Direct-Care Provider Enrollment Agreement and submit to Gainwell Technologies (previously DXC) by December 31, 2020. Gainwell Technologies will offer a batch process for enrolling existing workers and will be providing training on this process in upcoming weeks.

Attachments:

- Medicaid Direct-Care Provider Enrollment Agreement
- WV Aggregator Press Release