

WV CSED Waiver Frequently Asked Questions 3-10-2020

1. Can I apply for CSEDW services while I am on the IDD Waiver waitlist?

Yes. However, you cannot be on both Waivers at the same time. Although youth with co-occurring diagnoses are eligible, they must be able to cognitively benefit from the CSED Waiver services.

2. Can the Medical Card be used as proof of WV Residency?

Yes.

3. My child is not in residential treatment or in out of state treatment. Can I still apply for this waiver on behalf of my child?

Yes.

4. I just had a psychological report completed; can I just use that report for eligibility?

No. The psychologist must be an approved evaluator by the MECA (Medical Eligibility Contracted Agent) and there are specific tools and/or tests required for the CSED Waiver. It will be beneficial to provide the independent evaluator a copy of the recently completed psychological as well as any other pertinent medical records.

5. How do I apply for LBHC designation?

Contact the West Virginia Health Care Authority at <https://hca.wv.gov> or 304-558-7000 to obtain information about becoming a Licensed Behavioral Health Center (LBHC). The Office of Health Facility Licensure and Certification (OHFLAC) will then need to be contacted to certify the program. Contact OHFLAC at <https://ohflac.wvdhhr.org> or 304-558-0050.

6. Can I keep the same therapist who is currently my Safe at Home Therapist if I get this waiver?

Yes, if the existing therapist is employed by a company that is enrolled to provide CSED services.

7. Can I receive Safe at Home Services while on this waiver?

No. Once a youth is awarded a waiver slot, their Safe at Home services must stop.

8. Does my child need to be in foster care to apply for this waiver?

No.

9. How long does the CSED Waiver last?

Eligibility must be re-established annually. However, this Waiver is not for long term services. The length of the stay of is based upon the individual child's needs with an expected average of 6-9 months.

10. What happens if my child is placed/currently in a residential facility when applying for CSED Waiver?

Individuals who are deemed eligible for the CSEDW program have up to 180 days to access services on the program from the date of eligibility determination. These 180 days can assist BCF (Bureau for Children and Families) with finding placement for children/youth approved for the CSEDW program who are currently in either in-state or out-of-state placement. If services are not accessed within 180 days, the child/youth will be discharged from the CSEDW program.

11. Are personal options available for CSEDW? Is using PPL an option?

Not currently.

12. Is there a specific list of diagnoses that are eligible for the CSED Waiver?

No, there is not a set of specific SED diagnoses for this waiver. Each applicant will be reviewed by an IP (Independent Psychologist) who evaluates the overall functioning of the child.

13. How long does it take to go through the referral process?

60 days from the date the evaluation is completed by the IP (Independent Psychologist) an eligibility decision must be made by the MECA (Medical Eligibility Contract Agent). Other variables include the time to get the referral packet/application completed and the number of days until an appointment with an IP can be scheduled. If there are appeals, it may also lengthen the time.

14. How do I appeal an eligibility decision?

If a member is determined not to be medically eligible, then the member or parent/legal representative will receive a written decision. A Request for Hearing form that includes free legal resources, and the results of the reassessment is included. This notice is also sent to the member's case manager and Aetna Better Health. The termination may be appealed through the Medicaid Fair

Hearing process if the Request for Hearing form is submitted to the Board of Review within 90 calendar days of receipt of the Notice of Decision.

15. If I an existing member is determined to no longer meet criteria for the program can they re-apply?

Yes.

16. Where do you get an application for the CSED Waiver?

The initial form is located on BMS (Bureau for Medical Services) and KEPRO's web site. You may also contact KEPRO at 1-844-304-7107 or wvcsew@kepro.com.

CSEDW DHHR Case Worker Process for Out-of-State Applications 3-10-2020

1. What happens if my child is placed/currently in an out-of-state residential facility when applying for CSED Waiver?

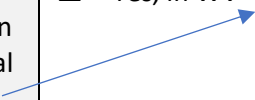
If an application is being made for a child who is currently placed in an out-of-state residential facility, the following is a step-by-step process that will need to be completed as the process is slightly different from evaluating a child who is in-state.

Instead of having the Independent Psychological Evaluation (IPE) completed by a member of the Independent Psychological Network (IPN) in-state, the Medical Eligibility Contracted Agent (MECA) known as PCA will work directly with the psychologist at the facility to complete the IPE and to ensure the IPE meets the standards necessary for CSEDW eligibility determination.

Please be advised, this process is ONLY to be utilized for out-of-state placements. For children and youth in such facilities in-state, the regular process will apply.

1. Complete the WV-BMS-CSED-1 Application Form.
2. Identify the applicant as currently being placed in a group residential setting out-of-state on the WV-BMS-CSED-1 Application Form.

Is the applicant currently placed in a group residential setting?	<input type="checkbox"/> Yes, in WV	<input type="checkbox"/> Yes, Out of State	<input type="checkbox"/> No
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2. Submit the completed WV-BMS-CSED-1 to Kepro via your preferred method by reviewing the instructions on the form.
3. Upon receipt of the WV-BMS-CSED-1, Kepro will send the legal representative a letter informing the applicant of their next steps in the application process.
4. This letter will include a listing of in-state psychologists who are available to complete the evaluation. DO NOT chose a psychologist from this listing.
5. Instead of choosing a psychologist, you will write "PCA" on the line where you would normally identify a psychologist chosen from the listing. (see example below)
6. This will alert PCA to the fact that they will be working with an out-of-state psychologist to complete the evaluation.

Independent Psychologist Selected	
<ul style="list-style-type: none"> I choose _____ PCA ←_____ to complete my Independent Psychological Evaluation (IPE) so that medical eligibility can be determined for the WV CSED Waiver Program. I consent for the release of all medical records, psychiatric records, substance abuse records, previous evaluations, academic records, social and developmental history for the purpose of an Independent Psychological Evaluation for I/DD Waiver Services to the above-named psychologist, BMS and all its contracted agents. 	
Signature _____	Date _____

- Submit the completed IPN Response form to Kepro via your preferred method by reviewing the instructions on the form.
- Notify the psychologist at the facility to contact Kristen Blanks (kblanks@pcasolutions.com) or Kerri Linton (klinton@pcasolutions.com) at PCA so PCA can inform the psychologist of the appropriate testing and reporting template for the IPE. PCA can also be contacted via phone at 304-776-7230.
- Please be advised, it is important for the psychologist at the facility to contact PCA directly to avoid delays in the eligibility process.
- Although PCA will work directly with the psychologist at the facility to complete the IPE, PCA may still request additional documentation from the legal guardian as a part of the eligibility determination process. In this circumstance, the legal guardian is responsible for submitting this additional documentation as requested.

2. What happens if my child is placed/currently in a residential facility and approved for the CSEDW program, but does not have placement?

Individuals who are deemed eligible for the CSEDW program have up to 180 days to access services on the program from the date of eligibility determination. The 180 days can assist BCF (Bureau for Children and Families) with finding placement for children/youth approved for the CSEDW program who are currently in either in-state or out-of-state placement. If services are not accessed within 180 days, the child/youth will be discharged from the CSEDW program.

If the 180 days is needed to assist with finding placement, the legal representative will need to complete the WV-BMS-CSED 12 Request to Continue Services Form and to submit this form to Aetna: ABHWVCSSED@aetna.com.

It is important for this request to reflect the need for the slot to be placed on hold while placement is secured for the individual, which will need to be identified in the narrative section of the form. Below is an example of the language that can be used for the request:

Jen received her eligibility determination on 3/2/2020 and is currently placed in an out-of-state residential treatment facility. I am requesting to hold her slot for 90 days, while we attempt to find placement for her. I am anticipating we can secure placement for her within the 90 days, but if we are unable to do so, I will request an extension to go past the 90 days.

Upon receipt of this completed form, the Aetna Care Manager will review the request and either approve the request to hold the slot, request additional information or deny the request. Please note that requests of this nature should not result in a denial unless additional information requested is not submitted or the individual has already exhausted their 180 days.