

CDDO Procedure 09

FISCAL MANAGEMENT

DD Reform Regulation 30-64-33

Johnson County CDDO will develop and implement procedures to ensure compliance with the Developmental Disabilities Reform Act (DDRA) and the Kansas Department for Aging and Disability Services (KDADS) regulations and policies pertaining to the Act.

Procedures

1. Johnson County CDDO shall expend funds received from the contract with KDADS pursuant to article 30-64 according to applicable Kansas statutes for State Aid Funds. State Aid Funds shall prioritize employment services, per the Employment First Law (K.S.A. 44-1136-38). Kansas is an employment first model. State aid priority will be to fund employment opportunities as well as unique complex needs.
2. Any direct payment or transfer of funds from the contract to any Provider shall be made corresponding to the contracts between the CDDO and Provider. The contract shall specify terms of the payments or transfers that include but are not limited to; service requirements and documentation. The terms of the contract related to payments or transfers may be revised with the agreement of all parties involved. Providers should request State Aid Funds using the forms on the CDDO website. Additional documentation or requirements will be provided by Provider upon request by the CDDO. CDDO staff will review each request for State Aid Funds as they are received.
3. State Aid Funds may be requested to support individuals deemed eligible as well as receiving services under the Intellectual and Development Disabilities (IDD) Home and Community Based Services (HCBS) Wavier.
 - a. Employment:
 - i. State Aid Funds may be utilized to obtain necessary supports and training to achieve competitive employment when those supports, and training are provided by a licensed Affiliate of Johnson County CDDO and not funded by another source. State Aid Funds shall be granted for a period of one year and shall not exceed the individual's HCBS tier rate from their most recent BASIS.
 - b. Complex Needs:
 - i. Funds to meet the distinct needs of people with complex needs. This includes funding for CBHT and additional resources that may be deemed necessary to help the person in service stay in the least restrictive environment. These resources must be approved by the team and will be subject to approval by the CDDO on an individual state aid request basis
 - c. Transportation:
 - i. State Aid Funds may be requested for non-routine special requests, not covered by a licensed provider agreement. These will be approved on a minimal basis.

- ii. Transportation for employment purposes.
- d. Children's Services:
 - i. Individuals under the age of 18 or enrolled in a school district sponsored 18-21 program may request State Aid Funds for IDD Spring/Summer Camps.
- f. Direct Service Provision:
 - i. State Aid Funds may be requested to support individuals who are not functionally eligible for the IDD HBCS Wavier. Day and residential supports must be designed to assist persons with maintaining or increasing adaptive capabilities, productivity, independence and/or inclusion. Commitment of funding will be reviewed by the CDDO on an annual basis for contractually grandfathered services. *This would only apply to previous approvals before 2021.
- e. Funding for non-Medicaid eligible Case Management;
 - i. State Aid Funds may be requested to support individuals who are eligible for IDD services but are not yet eligible for Medicaid and require coordination support due to a crisis. Targeted Case management (TCM) services will be provided in order to identify, select, obtain, coordinate and utilize both paid and unpaid supports to enhance the person's independence, integration, dignity, and productivity. Provider must be willing to accept payment rate of \$520 per case management referral for up to 50 units of service. If the Provider discontinues services, any remaining units will be refunded to the CDDO at \$10.40 per unit. Providers who receive these funds will have a plan that outlines the service that will be provided to the individual(s) and the funds that are committed by the CDDO to each person. By accepting these State Aid Funds, the Provider agrees to provide case management services consistent with the definitions provided in the Kansas Medical Assistance Provider (KMAP) Manual and the HCBS I/DD Waiver Handbook. TCM services may be approved beyond the \$520 threshold on a case by case basis, in extenuating circumstances with preapproval from the CDDO.
- f. Flex Funding:
 - i. Payment for individual-specific needs that require specialized environmental modifications, equipment or other supports for the Provider to provide appropriate services to maintain or increase adaptive capabilities, productivity, independence and/or inclusion. These costs cannot be met through other funding sources and are offered to the Provider in order to serve individuals with significant and challenging needs. Funding approval priority will be given to Providers serving individuals entering service through the crisis/exception process. Costs for the services provided to individuals with IDD, cannot paid by other sources.
- g. Emergent Need:

- i. State Aid Funds may be requested to support people receiving HCBS services during emergencies, community disasters or to repair property damage intentionally caused by an individual served. Normal wear and tear of facilities or equipment will not meet the threshold for State Aid Funds approval. Community disasters may include, but not be limited to natural disasters, individual items needed during public health emergencies, displacement of groups of individuals served, or pandemics. Emergencies will be assessed on a case by case basis. Requestor will be required to document that all-natural supports and viable resources have been exhausted prior to applying for State Aid Funds. *Financial records may be requested.
4. Johnson County CDDO shall expend funds received from the contract with KDADS pursuant to article 30-64 according to applicable Kansas statutes for State Aid Funds.
5. Any direct payment or transfer of funds from the contract to any Provider shall be made corresponding to the contracts between the CDDO and Provider. The contract shall specify terms of the payments or transfers that include but are not limited to; service requirements and documentation. The terms of the contract related to payments or transfers may be revised with the agreement of all parties involved. Providers should request State Aid Funds using the forms on the CDDO website. Additional documentation or requirements will be provided by Provider upon request by the CDDO.