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To: LME-MCOs

From: Courtney M. Cantrell, Ph.D., Acting Director, DMH/DD/SAS and Deb Goda, IDD Manager, DMA

Subject: I/DD Benefit Plans and Waiting Lists

LME-MCO Directors have requested that the I/DD Benefit Plans (ADSN and CDSN) be allowed to be determined through a semi-automated process. The Division of Mental Health/Developmental Disabilities/Substance Abuse Services (DMH/DD/SAS) has had concerns about this because inclusion in the I/DD benefit plans involves assessment of the intellectual and adaptive functioning of the individual, which must be determined by Psychologists or Licensed Psychological Associates through a standardized IQ test and an adaptive behavior assessment. Upon further discussion, LME-MCOs have indicated that a semi-automated process can be utilized in conjunction with business processes that ensure the integrity of the determination, which includes clinical review of documentation to ensure individuals meet statutory criteria for inclusion in the I/DD benefit plans.

The DMH/DD/SAS has decided to allow semi-automated determination of the I/DD Benefit Plans. The LME-MCO will need to have systems in place to ensure ADSN and CDSN are accurately determined in coordination with the LME-MCO's management of an equitable and transparent waiting list process for I/DD services. The LME-MCO must have written policies and procedures that include the following:

1. Specification of accountability for screening for eligibility under GS 122C-3(12a), Developmental Disability, including review of the supporting documentation.
2. The process for a new person to be added to the I/DD waiting list.

3. The process for informing persons who request DD services of the two waiting lists (that is, the Registry of Unmet Needs for Innovation Waiver and the waiting list for State-funded IDD services).
4. An equitable and transparent process for choosing individuals from Waiting List to begin receiving State-funded services.
5. The process for ensuring continuity of care for consumers of State-funded DD services, given the allocation cap on State funds. That is, other than when faced with unanticipated budget reductions, how the LME-MCO ensures funds are not depleted and services disrupted prior to year end.
6. The processes and audits to be put in place to ensure the validity of the system, if your LME-MCO plans to implement a semi-automated method of assigning eligibility to the ADSN and CDSN benefit plans.

These policies and procedures will be reviewed in future monitoring by the DMH/DD/SAS or its agents. They should be in effect prior to the implementation of the semi-automated method of assigning benefit plan eligibility.

We appreciate your continued efforts in assuring equitable and transparent processes for managing limited State dollars.

For more information, please contact Sandy Ellsworth at: sandy.ellsworth@dhhs.nc.gov or Patsy Coleman at: patsy.coleman@dhhs.nc.gov.

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