

Proposed Revisions to DMH Operational Standards

Service	Current Standard (Based on 11-1-13 effective version)	Proposed Revision
		Billing Guidelines regarding which activities are and are not billable will be included with each service section. Notably: <ul style="list-style-type: none"> • All ID/DD Waiver Services will require staff participation in the development and review of the waiver participant’s Plan of Services and Supports. This participation has been factored into the proposed rates for all services and is not billable. • Recordkeeping outside of the presence of the member is factored into the rates for all ID/DD Waiver Services and is not billable.
Support Coordination		No revisions to DMH Operational Standards based on rate study.
Supervised Living		Chapters 32 and 34 related to Environment and Safety will be combined.
Supervised Living	33.1 E. The provider must have a designated site manager for each Supervised Living service site.	1) A program supervisor (as defined in Rule 11.3 D) will be required for Supervised Living Services. Each program supervisor is responsible for the oversight of a maximum of four (4) supervised living program locations. 2) Each Supervised Living Program Supervisor is responsible for providing weekly supervision and monitoring as well as unannounced visits on all shifts on a rotating basis for each home. All supervision activities must be documented and available for DMH review.
Supervised Living	33.1 B. Supervised Living providers must have staff on site twenty-four (24) hours per day, seven (7) days per week who are able to respond immediately to requests/needs for	Awake staff must be on-site at each program location when individuals receiving the services are present and able to respond immediately to requests/needs for assistance.

Proposed Revisions to DMH Operational Standards

Service	Current Standard (Based on 11-1-13 effective version)	Proposed Revision
	<p>assistance.</p> <p>33.6 A.1. At least one staff person must be able to respond immediately to the requests/needs for assistance from the individuals in the program. An immediate response is defined as being within 3 minutes of the request unless the individual's plan (Plan of Services and Supports) indicates a lesser timeframe is needed.</p>	<p>Awake staff is required during overnight hours.</p>
Supervised Living		<p><i>To be added to Rule 33.1</i> - Supervised Living Services are provided in settings in which the individuals receiving the services are supervised by staff in the living setting at all times. Supervised Living Services are provided in homelike settings in which individuals receiving the services and staff are physically under the same roof in a home or individual apartment.</p>
Supervised Living		<p>As stated in Rule 33.6 A.2. A maximum of six (6) individuals may reside in a single Supervising Living program location.</p>
Supervising Living		<p>Billing Guideline – A 20-day absence factor is built into the reimbursement rate such that providers earn a full year of revenue over 345 billing days. Billing for Supervised Living Services is therefore limited to 345 days per year.</p>
Supported Living	<p>Delete current 31.1 B –</p> <p>Supported Living is provided to individuals in their own residences (either owned or leased) for the purpose of increasing and enhancing independent living.</p>	<p>Rule 31.1 will be revised to define the service:</p> <p>Supported Living Services are provided in settings in which the individuals receiving the services are not directly supervised by staff in the living setting 24/7. Supported Living Services are provided in homelike settings in which individuals receiving the services and staff are not physically under the same roof in a home or individual apartment at all times. Staff supervision is provided at the program location but does not include</p>

Proposed Revisions to DMH Operational Standards

Service	Current Standard (Based on 11-1-13 effective version)	Proposed Revision
		direct supervision at all times in shared living spaces.
Supported Living		Rule 31.3 ID/DD Waiver Supported Living - In addition to meeting the service requirements in Rule 3.1.1, ID/DD Waiver Supported Living Services will include two service models 1) Shared Supported Living and 2) Intermittent Supported Living.
Supported Living – Shared Support		<p>Rule 31.4 –</p> <p>1) ID/DD Waiver Shared Supported Living is provided when individuals receiving the service live within a compact geographical area (e.g. an apartment complex) and share staffing support. Services are tiered based on the predetermined level of need of the individual receiving the service.</p> <p>Providers of all Shared Supported Living Services must have awake staff available to respond to requests/ needs for assistance from individuals receiving services within five (5) minutes at all times that individuals receiving the services are present.</p> <p>2) Staffing requirements vary based on individuals’ level of need. To determine the required weekly staff hours for each Shared Supported Living group, the following calculation will be performed:</p> <p style="padding-left: 40px;">For each individual at Mississippi ICAP Levels 1 and 2, add 30.5 hours</p> <p style="padding-left: 40px;">For each individual at Mississippi ICAP Level 3, add 42.2 hours</p> <p style="padding-left: 40px;">For each individual at Mississippi ICAP Levels 4 and 5, add 58.7 hours</p> <p style="padding-left: 40px;">The sum of the hours attributed to each individual</p>

Proposed Revisions to DMH Operational Standards

Service	Current Standard (Based on 11-1-13 effective version)	Proposed Revision
		<p>produces the total number of staff hours that must be provided to the group each week. Agencies will be assumed to be compliant if they provide 95 percent of the required hours. There must be at least one staff person for every six individuals at all times.</p> <p>3) Billing Guideline - A 20-day absence factor is built into the reimbursement rate for Shared Supported Living Services such that providers earn a full year of revenue over 345 billing days. Billing for Shared Supported Living Services is therefore limited to 345 days per year.</p>
Supported Living – Intermittent Support		<p>Rule 31.5 –</p> <p>1) ID/DD Waiver Intermittent Supported Living is provided when individuals receiving the services do not share staff at a program location. Supported living services are provided on a periodic basis according to predetermined individual levels of need.</p> <p>2) Intermittent Supported Living Services can be provided in groups of up to three individuals per one direct support staff.</p>
Host Home Services	Rule 33.7 D - Host Homes are administered and managed by provider agencies that are responsible for all aspects of Host Home Services. Host Home agencies must...	<p>Revisions to include:</p> <p>In addition to the existing requirements in DMH Standards the Host Home Provider Agencies must:</p> <p>1) Complete an evaluation of each prospective Host Home family and setting. The evaluation must comply with DMH requirements.</p> <p>2) Conduct background checks on each host home family member age 18 and older.</p>

Proposed Revisions to DMH Operational Standards

Service	Current Standard (Based on 11-1-13 effective version)	Proposed Revision
		<p>3) Provide training (as required in Chapter 12 of DMH Standards) to each host home family. Each host home family must be provided and receive a minimum of 20 hours of training per calendar year.</p> <p>4) Ensure that each family member in a host home family setting has had a healthcare examination within 12 months of any individual receiving services living in the home and annually thereafter.</p> <p>5) Maintain current financial and property records for each individual served in a Host Home.</p> <p>6) Conduct home visits to each Host Home at least monthly.</p> <p>7) Make available alternate care to each Host Home family. Alternate care must be provided through another Host Home managed by the same agency.</p> <p>Host Home families will receive a portion of the person's SSI/SSDI. This will be determined on an individual basis.</p>
Host Home Services		<p>Billing Guideline - A 20-day absence factor is built into the reimbursement rate for Host Home Services such that providers earn a full year of revenue over 345 billing days. Billing for Shared Supported Living Services is therefore limited to 345 days per year.</p>
Home and Community Supports		<p>Rule 51.1 C – Home and Community Supports may be shared by up to three (3) individuals who have a common direct service provider agency. Individuals may share HCS staff when agreed to by the participants and the health and welfare can be assured for each participant. The appropriate group rate must be billed when two or three individuals receiving the service share a direct support staff.</p>

Proposed Revisions to DMH Operational Standards

Service	Current Standard (Based on 11-1-13 effective version)	Proposed Revision
Home and Community Supports		<p>Rule 51.3 – Short and Long Term HCS Services</p> <ol style="list-style-type: none"> 1) Though the nature of service delivery does not change, providers must identify and bill for the provision of short and long term HCS services based on the length of time spent in service provision. 2) Short term HCS Services are provided and billed for the first six (6) hours (24 units) per service event. Short term HCS Services may be provided and billed for individuals, groups of two individuals, and/or groups of three individuals. 3) Long term HCS Services are provided and billed for each unit after the first six (6) hours per service event. Long term HCS Services may be provided and billed for individuals, groups of two individuals, and/or groups of three individuals.
Day Services Adult	Rule 28.1 H. - Transportation must be provided to and from the program and for community outings.	Rule 28.1 H – Transportation must be provided to and from the program and for community outings. Billing Guideline - Time spent in transportation to and from the program may not be included in program billing. Time spent in transportation for community outings as a component of Day Services Adult can be included in program billing.
Day Services Adult	Rule 28.1 T - For every eight (8) individuals served, there must be at least two (2) staff actively engaged in program activities during all programmatic hours. One (1) of these staff may be the on-site supervisor. Additional staff may be required depending on the needs of the individuals served.	<p>Rule 28.1 T – Staff must provide supervision and be actively engaged in program activities at all times. Staffing ratios for Day Services Adult are required based on the predetermined level of need of the individuals receiving services. To determine the required staffing for groups of individuals at varying levels of need, the following calculation will be performed:</p> <p style="text-align: center;">For each individual at Mississippi ICAP Levels 1 and</p>

Proposed Revisions to DMH Operational Standards

Service	Current Standard (Based on 11-1-13 effective version)	Proposed Revision
		<p>2, multiply each hour of attendance by .20</p> <p>For each individual at Mississippi ICAP Level 3, multiply each hour of attendance by .25</p> <p>For each individual at Mississippi ICAP Levels 4 and 5, multiply each hour of attendance by .33</p> <p>Adding the results of these calculations produces the total number of staff hours that must be provided. Agencies will be assumed to be compliant if they provide 95 percent of the required hours. Individuals must be supervised at all times and there must be at least one staff person actively engaged in program activities for every 5 individuals served at all times.</p>
Prevocational Services	Rule 28.3 K - Transportation must be provided to and from the program and for community integration/job exploration.	<p>Rule 28.3 (Possible Revision) - Transportation must be provided to and from the program and for community integration/job exploration.</p> <p>Billing Guideline - Time spent in transportation to and from the program may not be included in program billing. Time spent in transportation for community integration/job exploration as a component of Prevocational Services can be included in program billing.</p>
Prevocational Services	Rule 28.3 P - For every sixteen (16) individuals served, there must be at least two (2) staff actively engaged in program activities during all programmatic hours. One of these staff may be the on-site supervisor.	<p>Rule 28.3 P (Possible Revision) – Staff must provide supervision and be actively engaged in program activities at all times. Staffing ratios for Prevocational Services are required based on the predetermined level of need of the individuals receiving services. To determine the required staffing for groups of individuals at varying levels of need, the following calculation will be performed:</p> <p style="text-align: center;">For each individual at Mississippi ICAP Levels 1 and</p>

Proposed Revisions to DMH Operational Standards

Service	Current Standard (Based on 11-1-13 effective version)	Proposed Revision
		<p>2, multiply each hour of attendance by .125</p> <p>For each individual at Mississippi ICAP Level 3, multiply each hour of attendance by .154</p> <p>For each individual at Mississippi ICAP Levels 4 and 5, multiply each hour of attendance by .200</p> <p>Adding the results of these calculations produces the total number of staff hours that must be provided. Agencies will be assumed to be compliant if they provide 95 percent of the required hours. Individuals must be supervised at all times and there must be at least one staff person actively engaged in program activities for every 8 individuals served at all times.</p>
Job Discovery	Rule 28.4	<p>This rule will be revised so that Job Discovery Services will include activities that lead up to employment for a person receiving the service. Job development activities previously found as components of Supported Employment will now be components of Job Discovery.</p> <p>Rule 28.4 –</p> <ul style="list-style-type: none"> A. Job Discovery includes individual and community outreach/development activities. Job Discovery encompasses determining the strengths and abilities that an individual receiving the service has and how those strengths and abilities can benefit an employer. Job Discovery also encompasses outreach in the community to identify a potential employment fit for the individual receiving the service and the employer. B. In addition to the person-centered activities identified in 28.4 A and B (of the current standards), Job Discovery also includes:

Proposed Revisions to DMH Operational Standards

Service	Current Standard (Based on 11-1-13 effective version)	Proposed Revision
		<ul style="list-style-type: none"> 1) Job development and placement 2) Negotiation with potential employers, and; 3) Job analysis. <p>C. Job Development may also include services and supports that assist the individual in achieving self-employment through the operation of a business, either home-based or community-based. Such assistance may include:</p> <ul style="list-style-type: none"> 1) Aiding the individual to identify potential business opportunities 2) Assistance in the development of a business plan, including potential sources of business financing and other assistance in developing and launching a business 3) Identification of the supports that are necessary for the individual to operate the business <p>D. Billing Guideline – Billing for Job Discovery Services cannot exceed eighty (80) hours per planning year.</p>
Supported Employment Services	<p>Rule 28.5 H - Providers must be able to provide all activities that constitute Supported Employment including:</p> <ul style="list-style-type: none"> 1. Assessment 1. Job development and placement 2. Job training 3. Negotiation with prospective employers 	<p>This rule will be revised so that Supported Employment Services will be limited to job coaching and job maintenance.</p> <p>Rule 28.5 H (Possible Revision) – Providers must be able to provide all activities that constitute Supported Employment including:</p> <ul style="list-style-type: none"> 1. Systemic instruction 2. Ongoing job support and monitoring.

Proposed Revisions to DMH Operational Standards

Service	Current Standard (Based on 11-1-13 effective version)	Proposed Revision
	<ol style="list-style-type: none"> 4. Job analysis 5. Systematic instruction 6. Ongoing job support and monitoring 	
In Home Nursing Respite	Chapter 49	<p>Revisions will be made to Chapter 49 of the current DMH Standards.</p> <p>This service will become Respite Services, Private Duty Nursing Services (formerly In-Home Nursing Respite), and Nursing Visits.</p> <p>Respite provides temporary, periodic relief to those persons normally providing care for the eligible individual. Direct Support staff provides all the necessary care the usual caregiver would provide during the same time period. Habilitation and Community Integration are not expected to be part of this service.</p>
Behavior Support		<p>Billing Guidelines:</p> <p>Evaluations will be billed at a flat rate- one for six (6) or fewer hours of services and one for seven (7) or more hours. Activities allowed for in the rate include:</p> <ol style="list-style-type: none"> 1. Observation 2. Interviews with family/staff who know the person best 3. Review of pertinent records for historical information (one hour) 4. Development of Behavior Support Plan 5. Collecting/ analyzing data