



Department of Public Health and Human Services

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Steve Bullock, Governor

Sheila Hogan, Director

November 1, 2018

To: Case Management Team (CMT) Supervisors
Regional Program Officers, Community Program Officers

From: Jean Perrotta, Big Sky Waiver (BSW) Program Manager
Community Services Bureau, Senior and Long Term Care Division

Jennifer Fox, Severe Disabling Mental Illness (SDMI) Program Manager
Mental Health Service Bureau, Addictive and Mental Disorders Division

RE: Update to BSW 407 Medically Needy Billing Procedures
Update to SDMI 899-14 Authorized Services for Incurments (DPHHS-AMDD-131)

The Community Services Bureau (CSB) will be issuing a revised BSW 407 Medically Needy Billing Procedures policy section on January 1, 2019 reflecting the policy changes listed in this memo. Mental Health Service Bureau (MHSB) will be issuing a revised SDMI 899-14 Authorized Services for Incurments (DPHHS-AMDD-131) policy section on January 1, 2019 reflecting the policy changes listed in this memo. The revised policy section will update the use of the Big Sky/ Severe Disabling Mental Illness Waiver Authorized Services for Spend Down (SLTC-131/ AMDD-131) form.

The SLTC-131/ AMDD-131 form must only be used to authorize waiver-approved expenses to be used to reduce the spend down for those individuals receiving Veteran's Aid and Attendance (VA A&A) benefits.

The process of listing allowable BSW/SDMI expenses on the SLTC-131/ AMDD-131 for members not in receipt of VA A&A has been evaluated. Although the previous process reduced the cash option payment required by the member, it created an unnecessary paperwork burden on the member and contributed to delays in the member's Medicaid authorization.

Effective January 1, 2019, the SLTC-131/ AMDD-131 form will no longer be used for any members except those receiving VA A&A. Instead, those members will utilize the cash option method which provides for Medicaid eligibility on the first of each month.

There will be no adverse effect for the member with this new policy as previously the member was required to pay the cash option as well as the waiver services listed on the SLTC-131/ AMDD-131 form which equal the spend down amount. For example, if a member has a \$1,000 spend down, he would pay the amount of services listed on the SLTC-131/ AMDD-131 form of \$200 and pay a cash option amount of \$800. With the new policy, he would pay a cash option amount of \$1,000, so there is no difference to his out-of-pocket expense.

Should you have any questions regarding this memo, please contact your Regional Program Officer or Community Program Officer for assistance.

cc: Jill Sark, Bureau Chief
Community Services Bureau

Emily Dillow, Big Sky Waiver Program Manager
Community Services Bureau

Mary LeMieux, Mental Health Supervisor
Mental Health Service Bureau