

REQUEST FOR CLARIFICATION/INTERPRETATION

TO:	Name and Title: Jannis Conselyea Program Bureau Chief	FROM:	Name and Title: Alexis Marthaller, QIS
	Organizational Unit: DPHHS, DSD, DDP		Organizational Unit: DPHHS, DSD, DDP, Region IV Satellite Butte Office
	Address: Helena, MT		Address: Butte Office

1. TYPE OF REQUEST: Follow-up to Verbal Request - Date of Verbal Request: [Click here to enter text.](#) Written Request

2. STATEMENT OF QUESTION OR ISSUE: Estimated Individual Cost Plan (EICP) is defined as a cost plan developed by the Case Manager to estimate an allocation of dollars to meet the service needs for adults who are considered 'outliers' by the MONA. According to screening policy, submitting an EICP for a referral is allowable if the person is under age 16 and referred for a children's group home or if the person is considered an outlier for the MONA; must be attached to the Waiting List/Entry Change Form at least annually. In addition, according to screening policy an "outlier" is when a person with an estimated resource need that falls above or below the measurable limits of the MONA or Mini-MONA. These are generally the uppermost and lower most 10% and usually indicate either very high levels of independence requiring limited need for paid support or extreme behavioral or self care needs that require enhanced support needs for the consumer. Is this the only time that an EICP can be submitted? It is my understanding that when a MONA is completed it gives an amount that will cover the person's total needs. In some cases, individuals are only in need of supports in the form of work/day programs in their current situation as their other needs are being met through unpaid family supports. This results in referrals being submitted with EICP for individuals who are not considered an outlier by the MONA. They are qualified by saying that the person only requires having part of his/her MONA needs met at this time as the other part is being met through unpaid supports. When submitting and approving a referral is it permissible to have an EICP even if the person is not considered an outlier in the MONA?

References: Screening for Adult Services and Children's Group Home. September 13, 2011

3. ANSWER: An Estimated Cost Plan is only to be used when the individual's service needs are outside of those calculated by the MONA and score an "exception" on the MONA Summary Page. Referrals with estimated cost plans should not be submitted for individuals who are not outside of the MONA ranges. MONA's should reflect the current need of the individual. If they don't, they need to be redone. The assessment tool is not to be used to forecast needs several years into the future nor is it to be manipulated to assign a higher dollar amount because the Case Manager believes the individual needs more money than is reflected in the assessment. If an individual has his/her needs met through unpaid supports there should not be a calculated dollar amount reflected for those unpaid supports.

Approved and Issued by:  (Program Director)

Date: 2-1-12

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