



Ned Lamont
Governor

State of Connecticut
Department of Developmental Services

DDS

Jordan A. Scheff
Commissioner

Peter Mason
Deputy Commissioner

Operations Center Memo 2020-09

TO: Purchase of Services Contracted Private Providers

FROM: David David, Director of Service Development and Support, Operations Center

CC: Jordan Scheff, Commissioner, Peter Mason, Deputy Commissioner, Katie Rock-Burns, Chief of Staff, Scott McWilliams, Chief of Fiscal/Administrative Services, Regional Directors, Assistant Regional Directors, Resource Administrators, The Alliance, The Arc CT

DATE: November 14, 2019

SUBJECT: Update to Special Act 18-5 - Authorizations

In July, 2019 the Department of Developmental Services (DDS) made adjustments to the service authorizations of individuals supported by POS providers to reflect the change to service rates in relation to the implementation of Special Act 18-5. During this process, providers at the standard rates who were issued service authorizations above the standard rates prior to 1/1/19 were adjusted to the 7/1/19 standard rates.

DDS has completed an analysis of this data and has determined that certain authorizations with funding over the standard rates may have been removed due to a technical issue with URR approval status.

Providers who received written approval from a DDS Administrator for funding above the standard rates prior to 1/1/19 *and* the individual continues to need the additional resources *and* were issued an authorization effective 7/1/19 that removed the funding above the rate should contact their assigned Regional Resource Manager via email to request the funding over the standard rate be re-issued. In the email request, providers will need to include:

1. A copy of the written approval from a DDS Administrator that the funding was approved.
2. The name and DDS number of the individual(s)
3. The service type
4. One time request for the months effected by the removal of the additional funding.
 - o Providers will not be required to submit actuals for this process

Resource Management will review each provider's request and notify the provider whether or not the request was approved.

If the request is approved, the provider will be authorized for up to six (6) months from the date DDS approved the request. Providers will be required to submit a formal URR request and it is the expectation of DDS that a meeting will be held within the six months timeline. If the URR review is scheduled more than six (6) months from the DDS approval date, the provider shall request an extension for the amount over the rate from their assigned Regional Resource Manager via email.

Providers who receive approval from the Region may submit a one-time request to be reimbursed for the time period beginning 7/1/19 through the approval date received from the Region. One-time actuals will not be required to be submitted for this process.

DDS will accept requests until 4:00PM November 30, 2019. Any requests received after may not be accepted depending on financial resources.

DDS continues to analyze authorizations to ensure providers are being paid at the correct rates and will take required action as required.

If you have any questions, please contact me at David.David@ct.gov or (860) 418-6040.