



State of Connecticut  
Department of Developmental Services

Dannel P. Malloy  
Governor

Jordan A. Scheff  
Commissioner

Peter Mason  
Deputy Commissioner

**Operations Center Memo FY2018-08**

**TO:** DDS Purchase of Service Providers

**FROM:** Peter Mason, Deputy Commissioner

**CC:** Jordan Scheff, Commissioner, Regional Directors, Assistant Regional Directors, Resource Administrators, Katie Rock-Burns, Chief of Staff, Scott McWilliams, CFAS, Pat Dillon, Program Manager, Jim Ritchey, Program Manager, Kathy Kiely, AFAO, Sandy McNally, AFAO, Resource Administrators, Resource Managers, CT Community Nonprofit Alliance, ARC of CT

**DATE:** January 16, 2018

**SUBJECT:** Bridge Funding Payment Process

Eight years ago, the Department of Developmental Services (DDS) established a web-based attendance program with the dual purpose of making payments to qualified providers based on the utilization of supports and billing for Medicaid reimbursement. While this payment process alleviated cash flow concerns at the time of implementation, it has created a system that is too complicated to maintain for the long-term. In addition to the financial record-keeping burden for providers, the multi-part payment process has also been a roadblock to system modernization and improvement efforts at DDS.

In order to streamline the payment process, Purchase of Service (POS) contracted providers will receive a Bridge Funding (BF) payment in the March payment. The BF will be retained by the provider to bridge the funding caused by a timing gap between the end of the service month and the date the attendance is entered into the system. At the end of the contract period, the BF will be deducted from the last payment. At the start of a new contract period, a BF will be re-authorized for each POS contracted provider for the contractual period. In the event a contract is terminated, DDS will arrange a payback schedule that factors in the length of time the Department was notified of the qualified provider's desire to end the contract, the amount of the BF, any cash advances given for the opening of a CLA, any funds owed through a DSS audit, unbilled attendance claims, and any other money owed to DDS.

Attached are the details of the Bridge Funding process and the effect on payments. If you have any questions, please feel free to contact me at Peter.Mason@ct.gov.