



STATE OF MARYLAND

DHMH

Maryland Department of Health and Mental Hygiene

Larry Hogan, Governor - Boyd Rutherford, Lt. Governor - Van Mitchell, Secretary

To: DDA CSLA/Personal Supports Recipients

From: Bernard Simons, Deputy Secretary
Developmental Disabilities Administration

CC: DDA CSLA/Personal Supports Providers
Coordinators of Community Services
DDA Headquarters and Regional Offices

Date: August 28, 2015

Re: Personal Supports Service and Hourly Billing

On April 18, 2014, the Developmental Disabilities Administration (DDA) shared a memo and chart regarding changes to the Community Pathway's Waiver based on the program's renewal with all people who are in the waiver. One of the changes is to transition from Community Supported Living Arrangements (CSLA) to Personal Supports services on September 1, 2015.

While your services will not change during this transition, we want share some new options for you under your Personal Support services.

- **Flexibility-** Personal Supports allows for flexibility to you to use your hours as you wish throughout the year. Most people have been approved for a specific number of service hours they can use each week. We have changed your weekly hours to an annual total for your use throughout the year based on your needs and choices. It is okay to use fewer supports one month and more the next.
- **Choice-** This means you have the flexibility to receive services as needed within the annual amount. Work with your Coordinator of Community Service to plan your support needs and number of hours you need. It is your choice.

A "unit" of Personal Supports has been defined as an hour in our approved waiver. We have recently received concerns about billing in whole hour increments and the potential impact on both you and your providers. You may need assistance for 2 hours or only for 1 ½ hours. The DDA understands these concerns and is committed to make the personal supports service delivery model work. Recognizes that support needs don't fit nicely in hour increments, we will allow providers to round provided services to the nearest hour billing. It is still your choice to receive service in increments of a full hour or less than one hour.

How can you maximize your Personal Support Hours?

- It is important for you to consider your current services and make a decision as to whether you want to make any changes to start and stop times in order to maximize your approved hours. Your Coordinator of Community Services can assist you with reviewing your options.

What can DDA do Moving Forward?

- Moving forward, the DDA will submit a waiver amendment to CMS so that personal supports can have further flexibility. This process will take several months and our goal is to submit an addendum this fall.

If you have any questions regarding this memorandum, please contact Patricia Sastoque, Deputy Director for Programs at 410-767-5567.