

The New Jersey Department of Human Services **Division of Developmental Disabilities**



DDD QUARTERLY UPDATE FOR INDIVIDUALS, FAMILIES AND PROVIDERS

Jonathan S. Seifried, MA
Assistant Commissioner

September 18, 2019



Overview

2

- Executive Management Team and Unit Contacts
- Fee-for-Service (FFS) Implementation
- Graduates Timeline
- Direct Support Professional Wage Pass Through
- Self-Directed Services Update
- DDD Intake Overview
- Medicaid Overview
- Goods and Services Overview



DDD Executive Management as of Sept 2019

3

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Family Outreach



DDD Unit Contacts

4

Unit	Contact Name	Contact Email
Intake	James Schiralli	James.Schiralli@dhs.state.nj.us
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Fee-for-Service Implementation

5

- System currently at 92% converted to fee-for-service (FFS)
 - More than 10,400 individuals on the Community Care Program (CCP) converted to FFS
 - More than 9,900 individuals on the Supports Program (SP) converted to FFS

Graduates Timeline Update

6

- DDD's Graduates Timeline has been updated and is expected to be released this week
- Provides next steps for students who are or will be turning 21, will be exiting the school system, and wish to access adult services through DDD
- No longer year-specific, since we are far enough in to the fee-for-service transition that the information will not change going forward



DSP Wage Increase

7

- New Jersey's FY2020 budget provided funding for another direct support professional (DSP) wage increase
 - \$36 million total (\$18M state funds + federal matching funds)
- Fee-for-service rates increased for DSP services:

Career Planning	Community-Based Supports	Community Inclusion Services	Day Habilitation
Individual Supports	Prevocational Training	Respite	Supported Employment

- As with FY19 increase, providers are required to verify that rate increases were passed on to DSPs

DSP Wage Increase Verification

8

- DHS and DDD are working with provider agencies to verify that the FY2019 budget increase earmarked for a Direct Support Professional (DSP) wage increase was passed through to DSPs
- A template and instructions for reporting DSP wages before and after the increase will be distributed this week to providers with a deadline of 10/31/19 to return to DHS
- Collecting this information will also, for the first time, provide concrete data about wages earned by agency DSPs (needed as NJ Minimum Wage Law rolls out)
- Process will be repeated for FY2020 DSP wage increase



DSP Wage Increase Verification

9

Provider name	XYZ Provider
Federal Tax ID	123456789
Reporting Officer Name	Jane Smith
Reporting Officer Title	CFO
Reporting Officer Phone #	123-456-789
Reporting Officer E-mail	jsmith@xyzprovider.org
<u>Reporting time period</u>	
Date of base hourly wage reported for FY18	7/1/2017
Date of increased hourly wage reported for FY19	6/30/2018
Date of bonus paid for FY19	1/1/2019

CERTIFICATION: Through completion of this report, I hereby certify that the above named entity, or myself if sole proprietor, in accordance with the State of New Jersey Fiscal Year 2019 Appropriations Act, received an enhancement payment rate for certain services identified by the Legislature and disbursed this amount to direct support professionals through a lump sump payment, a wage increase, or a combination thereof. I understand that if any of these statements or the information provided are found to be false, I am responsible for returning the amounts received to the State of New Jersey Treasury.

DSP Wage Increase Verification

10

XYZ Provider 123456789		FY2018	FY2019	FY2019	
DSP employee ID	Base hourly rate	Increased hourly rate	Bonus	Hourly increase	
0	13.50	14.05	-	\$ 0.55	
1	14.01	14.56	-	\$ 0.55	
2	13.50	13.96	-	\$ 0.46	
3	14.22	14.74	-	\$ 0.52	
4	14.10	14.59	-	\$ 0.49	
5	13.62	14.14	-	\$ 0.52	
6	14.01	14.54	-	\$ 0.53	
7	14.16	14.63	-	\$ 0.47	
8	12.54	13.07	-	\$ 0.53	
9	13.89	14.44	-	\$ 0.55	
10	12.76	13.25	-	\$ 0.49	

DSP Wage Increase Verification

11

Provider name	XYZ Provider
Federal Tax ID	123456789
Reporting Officer Name	Jane Smith
Reporting Officer Title	CFO
Reporting Officer Phone #	123-456-789
Reporting Officer E-mail	jsmith@xyzprovider.org

Measure	Base year	Increase year
Average regular hourly wage, all employees	\$ 13.65	\$ 14.13
Total employees	1,421	1,440
Total employees on payroll from prior year		1,401
<u>Summary for employees on payroll from prior year</u>		
Average change in regular hourly wage		\$ 0.48
Employees - No hourly increase		49
Employees - Bonus		50
<i>Bonus and hourly increase</i>		3
<i>Bonus and no hourly increase</i>		47
Employees - No hourly increase or bonus		2
% of employees that did not receive any increase		0.1%

Self-Directed Employee Services Update

12

- DDD continues to move forward with two self-directed employee service models
 - Fiscal/Employer Agent (F/EA), with Public Partnerships serving as the fiscal intermediary
 - Agency with Choice (AwC), with Easterseals NJ serving as the fiscal intermediary



Agency with Choice Implementation

13

- Initial testing identified some challenges which are being addressed, partial load testing of key system elements is occurring
- Contingent on successful load testing, soft enrollment expected to begin Fall 2019
- Soft-enrollment triage (*individuals dually enrolled in PPP and DDD F/EA self-directed employee services will transition first*):
 - ✦ Individuals in Real Life Choices plans (e-Record)
 - ✦ Individuals in Interim plans
 - ✦ Individuals enrolled in F/EA

Agency with Choice Implementation

14

- DDD will notify individuals that they are transitioning to Fee-for-Service
 - ✦ Individual must complete and return SC Agency Selection Form (can choose to remain with current SC agency)
 - ✦ Support coordinator will discuss service options:
 - Provider-Managed Services
 - Self-Directed Services
 - Fiscal/Employer Agent model
 - Agency with Choice model (only available to individuals hiring one or more SDEs)
- Training webinars and written materials will be available on dedicated DDD Self-Directed Services web page once content is vetted through soft enrollment



Agency with Choice Implementation

15

Per-Member Per-Month (PMPM) Cost to Individual Budget

	PMPM 1	PMPM 2	PMPM 3	PMPM 4
	One or more SDEs working 0-40 hrs. per week for you or the employer of record (ESNJ) and not electing health benefits	One shared SDE working less than 30 hrs. per week for you but 30+ hrs. per week for the employer of record (ESNJ) and electing health benefits	<ul style="list-style-type: none"> One SDE working 30+ hrs. per week for you and electing health benefits; OR Two or more shared SDEs working less than 30 hrs. per week for you but 30+ hrs. per week for the employer of record (ESNJ) and electing health benefits 	Two or more SDEs working 30+ hrs. per week for you and electing health benefits
Sub-Total	\$268.97	\$415.15	\$517.48	\$811.19
DDD Allowance	-75.00	-75.00	-75.00	-75.00
FINAL PMPM	\$193.97	\$340.15	\$442.48	\$736.19
ANNUAL Cost to Individual Budget:	\$2,327.64	\$4,081.80	\$5,309.76	\$8,834.28

NOTE: SDE hours are reviewed and averaged over a 4-week period to ensure correct PMPM

Agency with Choice Implementation

16

- **What does Per-Member Per-Month (PMPM) Pay For?**
 - ✦ Process SDE employment paperwork and ensure SDEs complete and pass pre-employment screenings
 - ✦ Ensure SDEs complete DDD-mandated training within specified timeframes
 - ✦ Process SDE timesheets and collect SDE service documentation
 - ✦ Ensure SDE timesheets and service documentation, and vendor invoices and receipts, align with the Individualized Service Plan (ISP)
 - ✦ For individuals with an SDE, processing of vendor payments
 - ✦ Employer-sponsored health benefits (medical, dental, vision options) available to SDEs working 30 or more hours per week for the employer of record, Easterseals NJ
 - ✦ Paid time off available to all SDEs based on the number of hours and years worked for ESNJ

DDD Intake Process

17

- Application for Eligibility – new SHORT application for applicants already determined eligible through DCF-CSOC/PerformCare
 - Developed in collaboration with DDD’s Family Advisory Council
 - When SHORT application is submitted, DDD will obtain individual’s DD-related records from CSOC

Applicant is age 18 or older and **WAS NOT** previously determined eligible for developmental disability services through DCF-CSOC / PerformCare



FULL Application for Eligibility is **REQUIRED**

Applicant is age 18 or older and **WAS** previously determined eligible for developmental disability services through DCF-CSOC / PerformCare



SHORT Application for Eligibility may be submitted

DDD Intake Process

18

- Intake/application process serves two purposes:
 - To determine whether the applicant meets the **functional criteria** of having a developmental disability
 - ✦ Supporting documentation
 - ✦ NJ Comprehensive Assessment Tool (NJCAT)
 - To determine whether the individual has applied and is eligible for **Medicaid**

DDD Intake Process

19

- **Functional criteria of having a developmental disability**
 - ✦ Documentation that the individual has a chronic physical and/or intellectual disability that:
 - Manifested in the developmental years, before age 22**; and
 - Is lifelong in nature; and
 - Substantially limits the individual in at least three of these areas of life activity: self-care; learning; mobility; communication; self-direction; economic self-sufficiency; and the ability to live independently.

****DD diagnosis does not need to have occurred before age 22**



DDD Intake Process

20

- **Who Can Apply:**

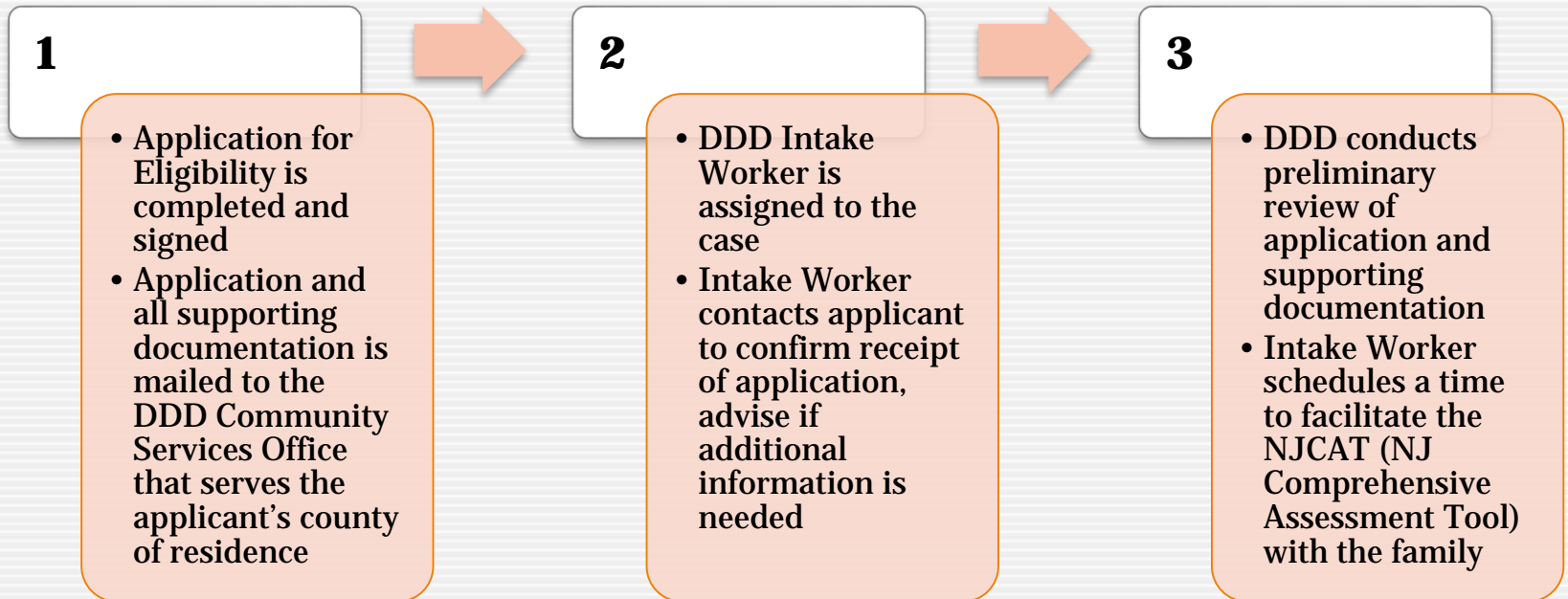
- Any individual who is a New Jersey resident age 18 or older can complete the DDD intake/application process, but DDD services are not available to eligible individuals until age 21 and older
- The Application for Eligibility is available on the DDD website: www.state.nj.us/humanservices/ddd/services/apply/index.html
- Or contact the DDD Community Services Office that serves the applicant's county of residence to have an application mailed: www.state.nj.us/humanservices/ddd/staff/cso/index.html



DDD Intake Process

21

How to Apply:



DDD Intake Process

22

What to Expect After Applying:

4

- Following completion of NJCAT, DDD has up to 60 days to make a final determination of eligibility
- Prior to making a final determination, DDD may request a clinical review by a DDD psychologist



5

- All final determinations are made by the Intake Review Team (IRT), which consists of intake worker(s), intake supervisor and DDD psychologist

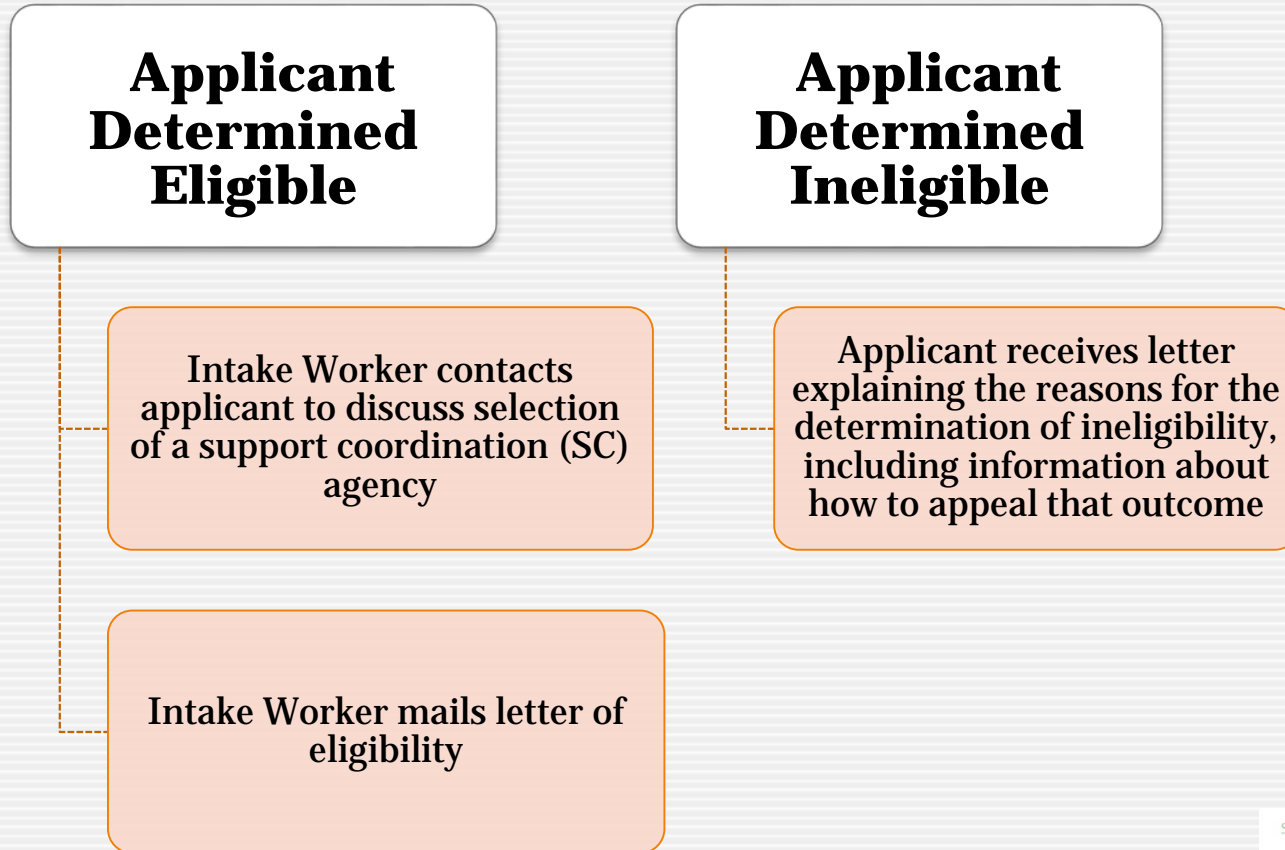


6

- Final determination of eligibility is communicated to applicant within ten days of IRT review

DDD Intake Process

23



What is Medicaid?

24

Medicaid is a joint federal and state program that provides healthcare coverage for certain populations with limited income and resources

- **Medicaid Services**

- State Plan benefits
 - ✦ Physicians, hospitals, specialists, prescription drugs, etc.
- Waiver services

- **Populations Served**

- Aged
- Blind
- Disabled
- Low Income

Medicaid Eligibility Requirements

25

- New Jersey resident
- U.S. citizen or qualified alien
- Meet specific financial standards for income and resources
- For some types of Medicaid, applicants must also meet clinical eligibility

Medicaid Eligibility and DDD

26

- To receive DDD services, individuals must apply and be approved for Medicaid, and maintain Medicaid eligibility (see Division Circular 3 – Determination of Eligibility)
- Obtain Medicaid as soon as possible after age 18
- To become Medicaid eligible:
 - ✦ Apply for federal Supplemental Security Income (SSI) at age 18 or older at the Social Security Administration office
 - In NJ, individuals eligible for SSI are automatically eligible for Medicaid (and if you lose SSI, you lose Medicaid)
 - ✦ Apply for Medicaid at your county Board of Social Services (County Welfare Agency) at age 18 or older

Types of Medicaid for DDD Services

27

- There are many types of Medicaid available
- Four main types of Medicaid used for DDD services:
 - SSI Recipient
 - New Jersey Care
 - Medicaid Only (via DDD Waiver Unit)
 - New Jersey Workability

SSI Recipient

28

- Apply at age 18 through Social Security Administration
- Provides monthly cash benefit
- In New Jersey, SSI eligibility = Medicaid eligibility
- 2019 financial eligibility standards:
 - Income: 100% of the Federal Benefit Rate + NJ Supplement
Own-home setting: \$802.05 | Licensed setting: \$921.05
 - Resources: \$2,000.00

New Jersey Care

29

- Apply at age 18 at local County Welfare Office/Board of Social Services
- 2019 financial eligibility standards
 - Income: Under 100% of the Federal Poverty Level (\$1,041.00)
 - Resources: \$4,000.00

Medicaid Only (via DDD Waiver Unit)

30

- Income is over 100% of the Federal Poverty Level
- Individual may be collecting SSDI (Social Security Disability Income) benefit due to:
 - ✦ Retirement, disability or death of parent
 - ✦ Individual's own work history
- 2019 financial eligibility standards:
 - ✦ Income: Under 300% of the Federal Benefit Rate (\$2,313.00)
 - ✦ Resources: \$2,000.00 (5-year lookback)

Workability

31

- Apply at age 18 (can apply as early as 16) at local County Welfare Office/Board of Social Services
- Eligibility criteria:
 - Between ages 16 – 64
 - Working full or part time
 - Determined “disabled” by the Social Security Administration or the Disability Review team at the NJ Division of Medical Assistance and Health Services

Workability

32

- **2019 financial eligibility standards:**
 - **Unearned Income – 100% of the Federal Poverty Level: \$1,041.00**
 - ★ **SSDI received under an individual's own SSA record/work history is disregarded**
 - **Total Countable Income (unearned + earned): 250% of the Federal Poverty Level: (\$2,603.00)**
 - **Resources: \$20,000.00 (resources do not include primary home, car, 401K/IRA)**

Medicaid Termination: Causes

33

- Individual loses SSI due to increase in income or resources
 - ✦ Retirement, disability or death of parent
 - ✦ Individual's employment wage increases
 - ✦ Any amount received that causes resources to go above the \$2000 threshold (inheritance, settlement, etc.)
- Guardian did not respond to time-sensitive **Annual Redetermination** letter from Medicaid or County Board of Social Services
- Guardian responded to Annual Redetermination letter but individual was determined ineligible

Medicaid Termination: Prevention

34

- Respond to/follow the instructions in the Annual Redetermination letter
- If unsure what to do, discuss with the individual's support coordinator – they can assist with troubleshooting a pending Medicaid termination

Medicaid Troubleshooting

35

- DDD's Medicaid Eligibility Helpdesk:
DDD.MediEligHelpdesk@dhs.state.nj.us
- Medicaid Eligibility Troubleshooting Form:
www.nj.gov/humanservices/ddd/documents/medicaid-eligibility-troubleshooting.docx
 - Submit form to Helpdesk
 - Helpdesk will research the issue and advise of next steps

Goods & Services: Definition

36

- **Services, equipment or supplies not otherwise available through:**
 - Generic resources (individual's earned/unearned income, scholarships or grants, family, friends, neighbors, co-workers, etc.)
 - Supports Program and Community Care Program
 - Medicaid State Plan
- **Are to be used by or for the benefit of the individual**

Goods & Services: Criteria

37

- Addresses a disability-related need identified in the individual's NJCAT, and referenced in the Person-Centered Planning Tool (PCPT) and Individualized Service Plan (ISP)
- Not available through another source/resource
- Decreases the need for other services
- Available to the general public
- Fully integrated in the community
- Employment-related
- Does not benefit someone other than the individual

Goods & Services: Vendors

38

- Goods & Services are accessed through community vendors who typically offer their services/items to the general public
- There is no application, enrollment or approval process for community vendors – there is only a DDD approval process for a specific service/item for a specific individual
- Goods & Services are billed through the fiscal intermediary

Goods & Services: DDD Review

39

- Goods & Services requests are submitted to DDD Service Review Unit
 - ✦ Goods & Services request must be submitted and approved **before** the service is accessed/item is purchased
- Goods & Services Request Form is currently being revised
- Service/item is reviewed against standardized criteria
- Cost is reviewed against what is reasonable and customary for the service/item, geographical location
- Individuals/families should allow at least 14 days for review
 - ✦ If an individual needs other services, the plan should be developed and approved while awaiting DDD review of the Goods & Services request
- DDD Service Review Unit may ask for additional information to clarify/support the request
- When a Goods & Services request is denied, denial letter with Fair Hearing rights and process is mailed to individual/guardian

Goods & Services: Reasonable & Customary

40

- To identify reasonable & customary costs of a requested service, DDD Service Review Unit conducts research via internet and/or direct contact with vendors offering similar services
 - Gather information about service and service cost from 3-4 vendors within the same county or region
 - Comparison analysis
 - ✦ What time increment are services offered in?
 - ✦ Are services provided one-to-one or in a group?

Goods & Services: Classes

41

- **Delivered in an open and integrated setting**
- **Offered by a vendor whose primary audience is the general public**
- **No limit on number of classes an individual can participate in**
- **Per-class limit of 3 hours per day, 10 hours per week**
- **Students seeking a degree or college credits should apply for financial aid prior to submitting a Goods & Services request**
- **Classes or lessons other than academic tutoring must be delivered outside of the home, in a community setting**

Other Services Available from Community Vendors (non-G&S)

42

- **Services/items that do not go under Goods & Services but are typically provided by community vendors:**
 - Assistive Technology (Evaluation or Purchase)
 - Environmental Modifications (Evaluation or Purchase)
 - Vehicle Modifications
 - Transportation
- **Each of these services/items has separate service categories/codes**