
PAYROLL PLUS OF KANSAS, INC.

NEWSLETTER

September 2017

Personal Care Services Limitations

Limitations for Hospital hours (*applicable to ALL Waivers*)

The Participant or their Representative Manager should **not** be scheduling their staff for any time after the Participant is admitted to an inpatient or residential hospital, nursing facility, or any other care facility/institution. Knowingly claiming hours for PCS self-directed care when the Participant is being cared for in another institution will likely result in a criminal investigation of Medicaid fraud, resulting in, at a minimum, repayment of services and possible criminal charges being filed.

Limitations for School hours (*applicable only to IDD Waiver Participants*)

The Participant or their Representative Manager should not schedule staff during hours in which the Participant is in a school setting. Personal Care Services should not be used for education, as a substitute for educationally related services for transition services, or in place of school as outlined in the Participant's Plan of Care or Individualized Education Plan. Educational services (according to KMAP's HCBS IDD Manual) must be equal to or greater than the seven hours per day in which school is regularly in session; however, these hours do not have to be consecutive. The Plan of Care or Needs Assessment should indicate the difference between educational services and Personal Care Services. **This includes home school and any other type of private institution.**

NOTE: Personal Care Services cannot be used overnight, except for the TA Waiver. If overnight Care is needed, the MCO would need to authorize Enhanced...

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Enhanced Care Services Policy and Limitations

Enhanced Care Services are available to Participants who have an assessed need for 6 or more hours of sleep support. Enhanced Care Services must be at least a minimum of 6 hours long. If it is less than 6 hours long, then it is not considered a full shift and therefore cannot be paid.

ECS is designed to provide supervision (non-nursing physical assistance) during a Participant's regular sleeping hours in his/her place of residence. The worker must be available to provide immediate supervision or physical assistance with tasks such as, but not limited to: toileting, transferring, mobility, and medication reminders as needed. The worker should be prepared and capable of contacting a doctor, hospital, or medical professional in the event of an emergency.

Workers must remain in the Participant's home for the duration of this service provision based on the Participant's normal sleep cycle as documented in the Participant's ISP. No person residing in the same residence as the Participant shall be paid to provide ECS unless an exception is identified and authorized by the MCO to mitigate the risk of institutionalization, and the exception is documented on the ISP in accordance with the appropriate limitations and exception. If the Participant is authorized ECS, please call Payroll Plus, and we will help figure out a Rate of Pay that is within the rates of reimbursement that Medicaid has set.

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...Care Services on the Participant's Plan of Care or Integrated Service Plan.

To review more HCBS Final Policies, please visit:
[http://www.kdads.ks.gov/commissions/home-community-based-services-\(hcbs\)/hcbs-policies](http://www.kdads.ks.gov/commissions/home-community-based-services-(hcbs)/hcbs-policies)

3% Rate of Pay Increase Available

On July 1st, the State of Kansas has increased their reimbursement rates by 3%; therefore, if the Participant wishes to do so, then he or she may give their worker(s) a 3% increase in their rate of pay.

However; if the Participant does not wish to give his/her worker(s) a raise, then the additional 3% will accumulate in the Participant's Utilization Reserve.

Please call Payroll Plus for more information concerning the new maximum rates of pay that the Participant's budget allows, and we will mail out new rate of pay forms. The raise will not be effective until Payroll Plus has received the Rate of Pay Agreement back with the worker's and Representative Manager's signature authorizing the increase.

Reporting Abuse, Neglect, and Exploitation

Any person associated with the health and well-being of the Participant are mandated reporters for incidents of suspected abuse, neglect, exploitation, or fiduciary abuse directly to the appropriate agency responsible for investigating such incidents. The reporter may contact the FMS, Participant's Case Coordinator, Regional CDDO, Regional Quality Assurance field representatives, Child Protective Services; notwithstanding their responsibility to contact the DCF Fraud Hotline.

Upon receipt of a report of Abuse, Neglect, Exploitation, or Fraud Payroll Plus will:

Notify DCF Fraud Hotline 1-800-432-3913 within ten calendar days of suspecting a potentially fraudulent situation as defined under 42 CFR 455.2. In addition to Payroll Plus suspecting fraud, Payroll Plus will notify DCF Fraud Hotline in writing upon receiving a report of alleged fraud from a Counselor/Representative, Participant, Direct Support Worker, or other stakeholders.

Payroll Plus cooperates fully with the Office of the Attorney General's Medicaid Fraud Control Unit. Payroll Plus makes every effort to provide any requested information and documentation within three business days of the request. **Payroll Plus maintains the confidentiality of any investigations performed.**



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