



TO: Providers of OPWDD Certified Day Habilitation, Community Habilitation and Prevocational Services in the OPWDD Comprehensive HCBS Waiver

FROM: Kevin M. Valenchis, Deputy Commissioner, Division of Enterprise Solutions

DATE: May 20, 2020

This memorandum transmits important information regarding the availability of retainer payments for certain services operated by your agency and requires your immediate action. Effective April 16, 2020, the OPWDD Day Service Retainer Program will be available for day service providers of Day Habilitation, Community Habilitation or Prevocational Services certified by OPWDD. For Community Habilitation, the coverage will be retroactive to service dates beginning on March 18, 2020.

Completion of the Attestation Form

You must communicate your choice to participate in the program by signing and returning the enclosed OPWDD Day Service Retainer Program Attestation form to OPWDD. In addition to the enclosed form, the Department of Health (NYSDOH) will soon be distributing, via the Office of Pool Administration (OPA), a report that identifies the total number of retainer units and the overall monthly billing limit (for both retainer units and service units) that will be available to your agency under the Day Service Retainer Program.

We ask that you sign and return the Attestation form within three business days of the distribution of the NYSDOH report. The signed Attestation form should be sent to the OPWDD Office of Fiscal Reporting and Data Analysis at: opwdd.sm.frd@opwdd.ny.gov. Please sign and return the form even if you choose not to participate in the program.

Each agency choosing to participate in the Day Service Retainer Program must acknowledge and attest that it will adhere to required elements prior to receiving any payments through the program. If a provider chooses to participate in the program, it must include all the eligible services that it operates (Day Habilitation, Prevocational Services and Community Habilitation). Additional instructions for billing eMedNY are forthcoming.

Provider Resources

Providers can view previous webinars on this subject that were conducted in collaboration with the Managed Care Community of Practice (MC-COP). They are as follows:

- Day Services Guidance and Implementation During the COVID-19 State of Emergency (3/24/2020)
- Supervised Residential Habilitation & Updated Flexibilities for Delivering and Documenting Day Services Webinar (5/14/2020)

Links to the webinar recordings and materials can be accessed at: <https://www.mc-cop.com/covid-19>

Technical Assistance

We encourage providers to reach out to their Provider Association representatives for technical assistance regarding your agency's choice to participate in the Day Service Retainer Program. Questions may be directed to opwdd.sm.frda@opwdd.ny.gov.

As the NYS response to the COVID-19 pandemic continues, all current and future COVID-19 resources will be shared on the OPWDD website at: <https://opwdd.ny.gov/coronavirus-guidance>.

Thank you for your continued advocacy for New Yorkers with intellectual and developmental disabilities during this critical time.

Attachment

cc: R. Bearden, NYS OPWDD, Executive Deputy Commissioner
D. Cater, NYS DOH, Deputy Director, Division of Finance and Rate Setting