




DEPARTMENT OF HEALTH

Larry Hogan, Governor · Boyd K. Rutherford, Lt. Governor · Robert R. Neall, Secretary

TO: Persons Self-Directing Services, Legal Guardians, Family Members, Authorized Representatives, Coordinators of Community Services (CCS), CCS Agencies, FMS Providers, Support Broker, DDA Regional Offices, DDA Headquarters

FROM: NaToya Mitchell, Statewide Coordinator of Self-Directed Services
Developmental Disabilities Administration 

DATE: May 18, 2020

SUBJECT: Appendix K Self-Direction Provision Access

On April 23, 2020, the Centers for Medicare and Medicaid Services (CMS) approved the Appendix K, submitted by the Maryland Department of Health's Developmental Disabilities Administration (DDA). The final, CMS-approved Appendix K amends, and thereby aims to ease, some requirements set forth in DDA's three Medicaid 1915(c) Home- and Community Based Waiver programs (i.e., Community Pathways Waiver, Community Supports Waiver, and Family Supports Waiver) during this COVID-19 pandemic. For instance, Appendix K allows more flexibility for quickly hiring direct support staff and provides increased funding for service delivery and budgeting support for participants and providers. Appendix K and its amendments will remain in place until further notice.

To comply with federal requirements and prevent duplication of funding, all participants who are self-directing their services will be able to access the additional Appendix K budgetary increases as long as their self-directed budget is current, has been approved by the DDA Regional Office, and submitted to their FMS provider.

Additionally, if a participant has exhausted their approved funding set forth in their self-directed services budget, a Revised Person-Centered Plan or Modified Service Funding Plan, and the SD Budget tool, must be approved by the DDA Regional Office and submitted to their FMS provider.

In summary, an up-to-date Annual PCP and budget must be approved by the DDA and submitted to the FMS provider in order for the participant to be able to request additional resources authorized in Appendix K. This requirement applies to all participants who are self-directing their services for whom:

- Neither DDA nor the FMS has an updated, current PCP and budget on file; or
- The annual budget has been exhausted of all approved funding, and a Revised PCP or Modified Service Funding Plan and updated SD budget has not been approved by the DDA and sent to the FMS provider.

The participant should immediately work with their assigned Coordinator of Community Services to update their PCP and SD budget. Please contact me if you have any questions.

cc: Bernard Simons, Deputy Secretary
Patricia Sastoque, Director of Programs
Valerie Roddy, Director of Fiscal Services and Operations
Rhonda Workman, Director of Federal Programs
Ronald Peele, Finance Director
Regional Directors
Dr. Yemonja Smalls, State Director, Coordinator of Community Services