



INFORMATIONAL MEMO

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TITLE: CASE MANAGER RECRUITMENT FOR NEW ASSESSMENT AND SUPPORT PLAN PILOT

SUPERSEDES NUMBER: N/A

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DIVISION AND OFFICE: CASE MANAGEMENT AND QUALITY PERFORMANCE DIVISION; OFFICE OF COMMUNITY LIVING

PROGRAM AREA: CASE MANAGEMENT

APPROVED BY: JENNIFER MARTINEZ

KEY WORDS: LTSS, ASSESSMENT, SUPPORT PLAN, PILOT

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Purpose and Audience:

The purpose of this memo is to recruit case managers who actively provide case management to individuals seeking or receiving Home and Community Based Services (HCBS) to participate in the pilot of the new assessment and Support Plan.

Information:

Since 2014, the Department in collaboration with stakeholders, have selected and customized a new process for eligibility determination, needs assessment, and support planning for all individuals seeking or receiving long term services and supports (LTSS). The Department is currently working to automate the eligibility determination, needs assessment, and support planning documents in the new case management data system, Aerial.

The Department's contractor will run a large-scale pilot of the new assessment and Support Plan from January 2019-June 2019. The main objectives of the pilot are to:

- Establish new Level of Care (LOC) eligibility thresholds for LTSS;
- Establish reliability and validity of needs assessment items; and
- Complete a time study of the new needs assessment and Support Plan to inform reimbursement rates.

The systems contractor, DXC, and the pilot contractor will provide training and technical support to participating case managers. Case managers will be expected to attend in-

person or at minimum webinar trainings on the new needs assessment and Support Planning process, and the Aerial Case Management system.

The Department is recruiting interested case managers in advance to ensure representation of waiver participants across all of Colorado's 10 HCBS waivers. Participating case managers will complete the new assessment and Support Plan in conjunction with completing the current assessment tools (ULTC 100.2, SIS, IADLs) and the Service Plan tools. Both initial assessments (intakes/enrollments) and Continued Stay Reviews (CSR) cases will need to be tested during the pilot. Case managers will enter the current assessment tools and Service Plan information into the Benefits Utilization System (BUS) and the Bridge and will enter the new needs assessment and Support Plan into Aerial.

Compensation

Case managers will be compensated with stipends. Participation is voluntary; however, the Department encourages case managers from all case management agencies to participate. The work of case managers during this pilot is critical to the success of statewide implementation of the new assessment, Support Plan, and new case management system.

Survey Monkey

Case managers interested in participating, must complete the following Survey Monkey:

Link: <https://www.surveymonkey.com/r/CMpilotRecruitment>

Attachments:

None

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