

HCPF/County Directors & Leadership

Monthly Support Call

May 21, 2024



Agenda

- Welcome - 2 minutes
- County Topics - 10 minutes
- HCPF Back Office - 15 minutes
- Incentives Task Group - 10 minutes
- County Trending Topics - 5 minutes

County Topics

Presented By: Lexie Kuznick



HCPF Back Office

Presented By: Josh Montoya



COLORADO

Department of Health Care
Policy & Financing

What is the HCPF Back Office?

As part of the PHE Supplemental approved in January 2024, HCPF requested term-limited staff to assist with LTSS eligibility determinations related to system builds and mitigating county workload resulting from LTSS Stabilization (case management agency systems and transitions)

1 supervisor and 5 technicians that are trained specifically in LTSS programs and work is assigned by HCPF

What work is the Back Office completing?

Unlike the Overflow Processing Center, the Back Office is not designed for work to flow between its staff and counties

Rather, HCPF is assigning work to the Back Office that otherwise would go to counties

Current assignments: updating Level of Care from the care and case management tool (CMA system) into CBMS and entering backlogged Disability Determinations from ARG

As LTSS Stabilization efforts continue, HCPF will continue to send work to the Back Office that otherwise would go to counties, mitigating increased county workload where possible

FY 2024-25 County Incentives Task Group

HCPF Incentives Task Group

Annually, HCPF convenes a group of county representatives to discuss proposed changes to the upcoming County Incentives contract

This task group will convene starting in June 2024 and run through early August 2024

County representatives are needed! Who would you like us to include? Directors? Director appointees?

A follow up email with scheduling information and next steps will be shared later in May

Upcoming Mandatory Training:

Accessing PEAK Documents

CBMS PEAK Inbox/EDMS Search

Why: Per § 435.952, Sites are required to review information received or obtained and can not require members to provide additional information or documentation unless questionable. The SDD training was updated partially in response to these complaints.

Action Required: Staff will be required to complete the SDD training “**CBMS PEAK Inbox/EDMS Search**”

- All eligibility staff who process Long Term Services and Supports (LTSS) cases must complete by **August 31**
- All other eligibility workers and their immediate supervisors by **November 30**
- All support staff by **December 31**

Tracking: SDD and HCPF will provide monthly reporting of training completions. Counties will be responsible to track and ensure all staff complete the training by the required due dates.

HCPF will review for compliance in January 2025 using the SDD created report of staff training completion.



Questions?



County Trending Topics

Contact Information

For Agenda Items & Meeting Set-Up or for Questions:
please submit a [County Relations webform ticket](#) or
Email HCPF_CountyRelations@state.co.us

Thank you!