

Denver Minimum Wage Proration Training

July 2022

Training Description

Topics to be covered:

- Background and Overview of Bridge/interChange impact
- Identifying Support Level History
- Identifying County History
- SLS Support Plan Authorization Limit (SPAL) and CES Spending Limit Proration Overview
- Proration Verification and Calculation
- Service Planning Parameters
- Support Level Assignment & Support Level Error Messages

Background

- House Bill 19-210 repealed statewide prohibitions on regional differences in minimum wage rates.
- Denver City Council passed its own regional increase to minimum wages, leveraging this statute to create a \$15/minimum wage effective January 1, 2020, with defined increases until the increases are tied to the Consumer Price Index starting in 2023.
- FY 20-21 Long Bill (HB 20-1360) provided rate increases for targeted Home and Community Based Services provided in the City and County of Denver, for services delivered on or after January 1, 2020. (“Denver Minimum Wage Rate Increase”).

Background (cont'd)

- SB 21-205, the FY 21-22 Long Bill increases flexibilities within HCS-SLS to allow members, who are likely also on the DD waiver waitlist, to access additional services and supports.
- The SLS Waiver Exception Review process was established.
- Eligible SLS waiver members can access to services beyond the established limits and SPAL funding to support them in the community of their choice and reduce strain on the waiting list for the DD Waiver.

Overview of Bridge Impact

- Effective January 1, 2022, interChange and Bridge modified to accommodate regional rate differences, creating non-Denver (Standard) and Denver-specific SLS SPALs and CES Spending Limits.
- The Standard and Denver-specific SPAL and CES Spending limits can be found on the most recent [Rate Schedules](#).
- Effective April 20, 2022, Standard and Denver-specific SLS SPALs and CES Spending Limits are calculated based on certification period, SPAL changes, support level, and a member's region, which the Department terms "Proration."
- Proration affects members enrolled in the CES and SLS waivers statewide.
- SLS Support Level assignment can vary, but the service rates paid/assigned need to reflect the member's authorized Support Level.

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Logging into the Bridge

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Sign in to the Colorado Medicaid

- Access your applications
- Manage your account
- Change your password

Sign in to Colorado Medicaid [Help](#)

User name:

Password:

Colorado Medicaid
Forgot your password?

During this training, case managers will be using the Bridge. Please follow the steps below to access the Bridge:

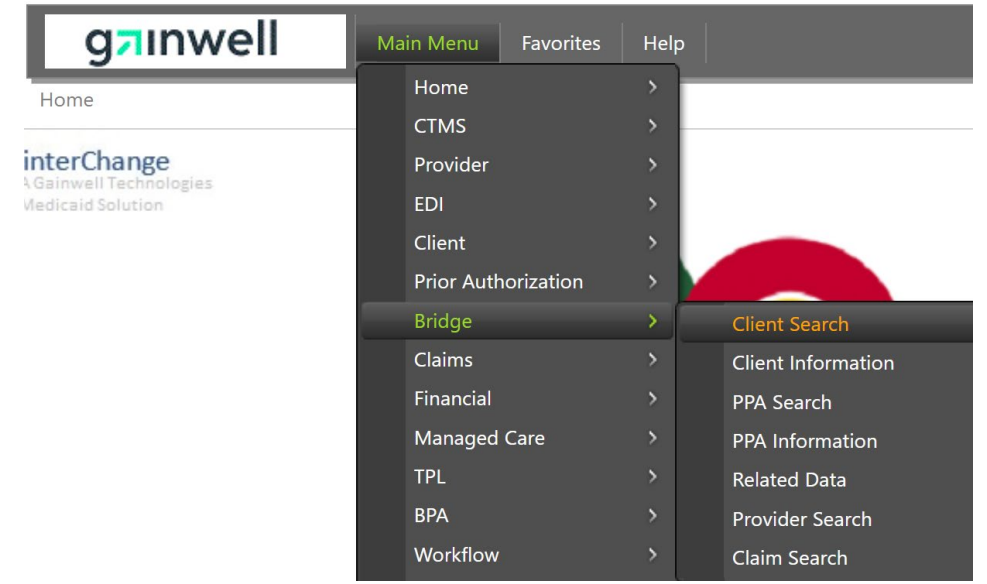
- Step 1.** Go to Colorado InterChange (iC)
- Step 2.** Enter Credentials and Sign in
- Step 3.** Select Production InterChange
- Step 4.** Open the “Main Menu” drop-down and then open the “Bridge” drop-down: find Client Search and PPA Search

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Applications

Application	Description
Account Management	Manages contact information, password, and authorizations for applications.
Authorization Request	This is the Authorization Request workflow application
Production InterChange	Production InterChange Environment

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Support Level History

- New “Support Level History” tab
- New “Support Level History” tab located within “Client Information” panel



No	Effective Date	End Date	DD Day Level	DD Res Level	SLS Support Level	Override Reason	Level 7 Residential Rate
1	03/06/2022	12/31/2299	5		5		\$0.00

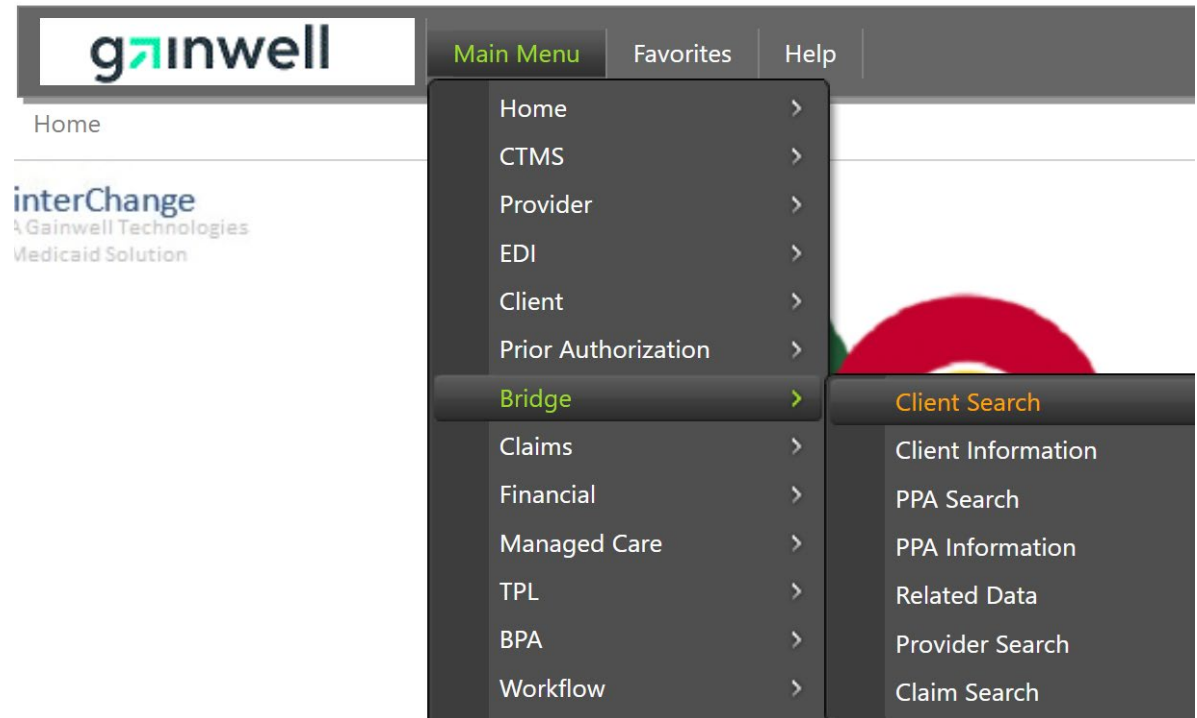
Support Level History (cont'd)

- New tab documents the history of Support Level changes for a member over time
- The Support Level may change if any of the following occur:
 - A member's SIS assessment is updated
 - A member's Risk Assessment is updated
 - A member's Override information is updated

Locating the Support Level History Tab

Use these instructions to view the new “Support Level History” tab that has been added within the “Client information” panel in the Bridge.

1. **Navigate to “Client Search”**
- Within the “Main Menu” drop-down, open the “Bridge” drop-down and then select “Client Search”.



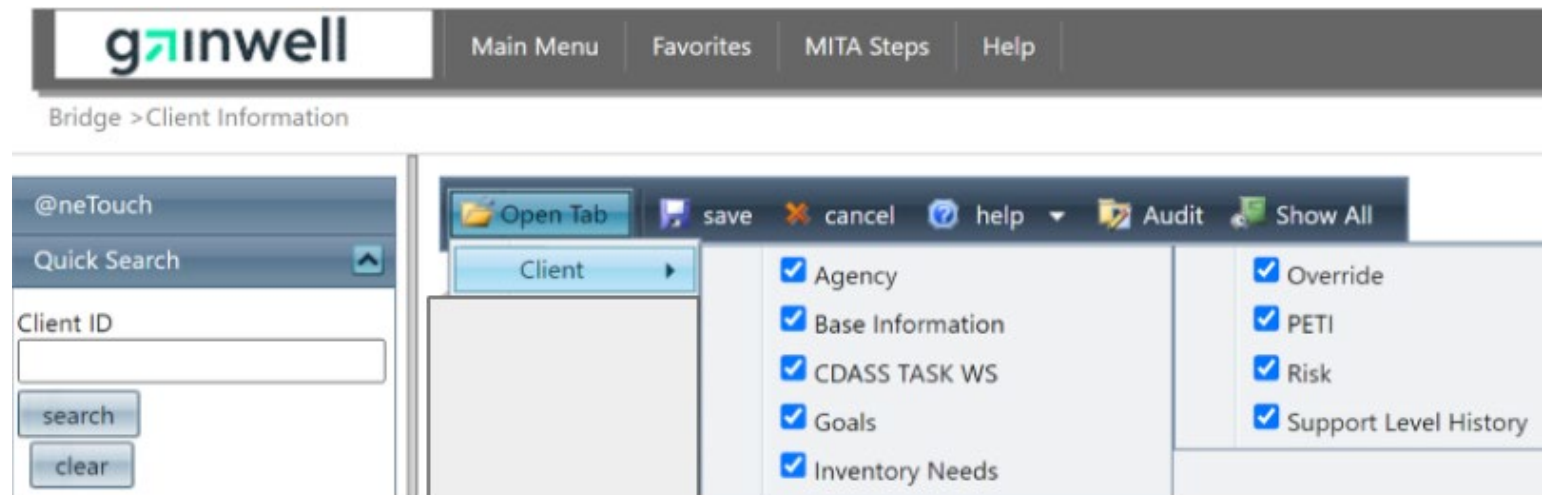
Locating the Support Level History Tab (cont'd)

2. **Member Search** - Enter information into at least one field to find a member's record.

The screenshot shows the Gainwell web application interface. At the top left is the Gainwell logo. To its right are navigation links for 'Main Menu', 'Favorites', and 'Help'. Below the logo is a breadcrumb trail showing '>Client Search'. On the left side, there is a vertical navigation menu with items like 'uch' and 'Searches' (with an upward arrow). The main content area contains a search form with the following fields: 'Client ID', 'SSN', 'Last Name', and 'First Name', each with an adjacent text input box. Below these fields is a 'Records' dropdown menu currently set to '20'. At the bottom of the form are two buttons: 'search' and 'clear'.

Locating the Support Level History Tab (cont'd)

3. Open “Support Level History” Tab - Within “Open Tab” drop-down, select “Client” drop-down and click on “Support Level History” check box.



Note: Checking a box will keep that tab displayed for future sessions.

Locating the Support Level History Tab (cont'd)

4. Locate the Support Level History Tab - Select the “Support Level History” tab on the panel.



No	Effective Date	End Date	DD Day Level	DD Res Level	SLS Support Level	Override Reason	Level 7 Residential Rate
4	04/01/2022	12/31/2299	2		2		\$0.00
3	02/01/2022	03/31/2022	2		2		\$0.00
2	12/15/2021	01/31/2022	2		2		\$0.00
1	06/05/2008	12/14/2021	2		2		\$0.00

County History

- New “County History” field within “Client Information” captures County History for a member over time
- A member’s county will change if the member moves to a different county
- No report, alert, or notification is generated indicating that the member’s county has changed

County History

Douglas 01/01/2021-12/31/2299 ▼

Note: Denver County has separate pricing from Standard County pricing.

County History (cont'd)

- Claims will be paid out at the non-Denver or Denver rate, based on the dates shown within County History
- **With the exception of CDASS**, when a member moves between a non-Denver county and Denver county, a revision to the PPA does not need to be completed

Locating County History Field

1. Navigate to the “Client Information” panel within “Client Search”
2. Locate the “County History” Field - Within the “Client Information” panel, locate the “County History” field. Click the “County History” drop-down to review the member’s County History.

Active	Active
Benefit Plan	BHO+B 06/13/2018-12/31/2299 ▾
County History	Arapahoe 07/26/2021-12/31/2299 ▾
Home Lvg Score	Arapahoe 07/26/2021-12/31/2299
Comm Lvg Score	Denver 01/01/2021-07/25/2021
Hlth & Safety Score	
Med Needs Score	
Behavioral Needs Score	
SIS Survey Date	
Calc DD Level	
Calc SLS Level	

Note: Open end date of ‘12/31/2299’ indicates this is the member’s current county.

SPAL/Spending Limit Proration Overview

What is changing?

- A member's SPAL/Spending Limit in the Bridge previously reflected a SPAL/Spending Limit calculated based on the rates on file for the *end date* of the PPA
- A member's SPAL/Spending Limit in the Bridge now reflects a prorated SPAL/Spending Limit, calculated based on the rates on file for *each of the days* within the certification period

SPAL/Spending Limit Proration Overview (cont'd)

What is proration and how it is calculated?

- Proration means that a member's SPAL/Spending Limit will now be calculated based on the following:
 - The number of days within the PPA Cert Period
 - Effective dates for the applicable county
 - Effective dates for the authorized SPAL/Spending Limit amounts during the PPA cert period
 - Effective dates for the support level (SLS only)

SPAL/Spending Limit Proration Overview and Calculation Parameters

What does this mean?

- If a member has a certification span less than a year, the SPAL/Spending Limit will prorate based on the number of days within that PPA certification span
- If a member moves between counties with different pricing during the certification year, the SPAL/Spending limit will prorate based on the number of days in each county

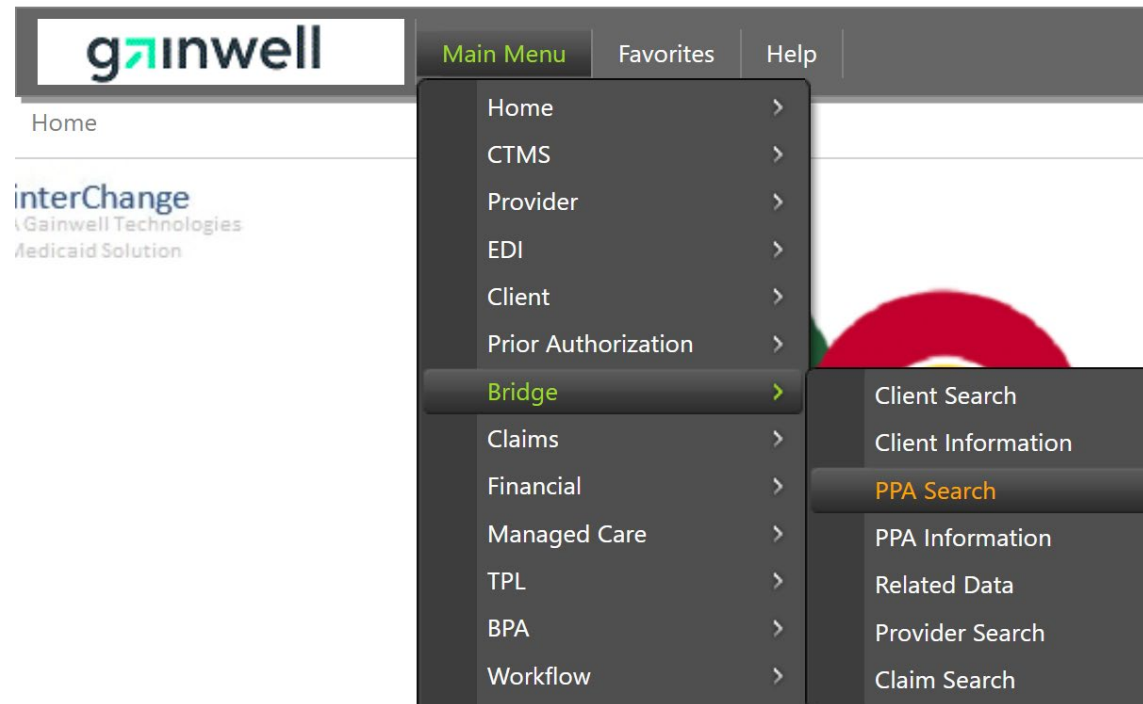
SPAL/Spending Limit Proration Overview and Calculation Parameters (cont'd)

- If the state assigned SPAL/Spending Limit amounts change during the certification year, a member's SPAL/Spending Limit will prorate based on the number of days each limit was authorized within the PPA cert period
- If a member's support level changes during the certification year, the SPAL/Spending Limit will prorate based on the number of days they were assigned each support level (SLS only)

Locating the Prorated SPAL/Spending Limit

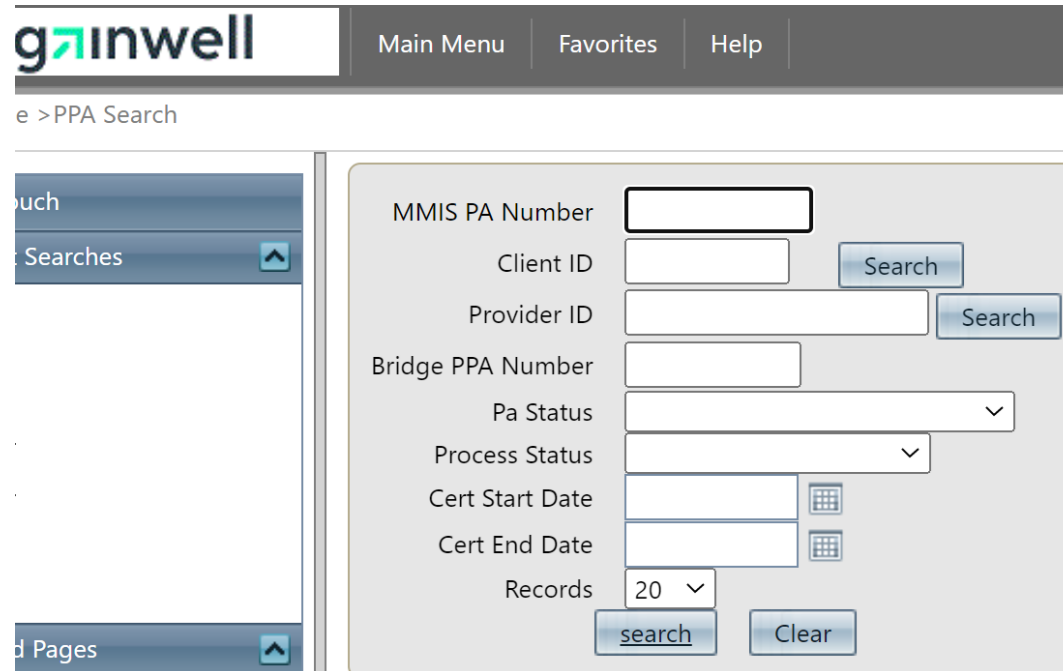
Use these instructions to view the prorated SPAL/Spending Limit within an existing PPA in the Bridge.

1. **Navigate to “PPA Search”**
- Within the “Main Menu” drop-down, select the “Bridge” drop-down and click on “PPA Search”



Locating the Prorated SPAL/Spending Limit (cont'd)

2. PPA Search - Enter information into at least one field to find a member's existing PPA.



The screenshot shows the 'gainwell' web application interface. At the top, there is a navigation bar with 'Main Menu', 'Favorites', and 'Help' links. Below the navigation bar, the breadcrumb path 'e > PPA Search' is visible. The main content area is divided into a left sidebar and a right search panel. The sidebar contains a 'Searches' section with an upward arrow and a 'Pages' section with an upward arrow. The search panel contains the following fields and controls:

- MMIS PA Number:
- Client ID:
- Provider ID:
- Bridge PPA Number:
- Pa Status:
- Process Status:
- Cert Start Date:
- Cert End Date:
- Records:

At the bottom of the search panel, there are two buttons: and .

Prorated SPAL/Spending Limit Location

3. “Authorized SPAL/CES Limit” -

- Bridge “PPA Information” panel displays information about Pre-Prior Authorization (PPA).
- Locate the “Authorized SPAL/CES Limit” field within the “PPA Information” panel.
- This field displays the current total amount of the SPAL/Spending Limit for the certification period.
- Selecting the “Check Limits” button is not required to see the prorated limit.

Support Level	4
Receive Alert	NO <input type="button" value="v"/>
Cert Start Date	07/01/2022
Cert End Date	06/30/2023
Authorized SPAL/CES Limit	\$32,329.65
Total SPAL/CES Spend	\$27,468.96



Proration: Example Verification of total SPAL/Spending Limit

1. Verify Support Level -

Within the “Support Level History” tab, review the member’s support level history during the PPA cert span.

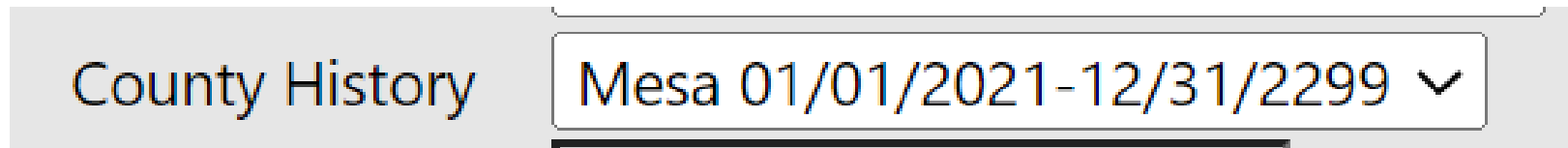
No	Effective Date	End Date	DD Day Level	DD Res Level	SLS Support Level	Override Reason	Level 7 Residential Rate
4	04/01/2022	12/31/2299	2		2		\$0.00
3	02/01/2022	03/31/2022	2		2		\$0.00
2	12/15/2021	01/31/2022	2		2		\$0.00
1	06/05/2008	12/14/2021	2		2		\$0.00

Note: Gaps in the Support Level History may result in the SPAL not calculating correctly for members enrolled in HCBS-SLS.

Proration: Example Verification of total SPAL/Spending Limit (cont'd)

2. Verify County History -

Review the member's "County History" drop-down to determine whether the Denver or Standard County rates will be used within the PPA cert span.



A screenshot of a software interface showing a dropdown menu. The label 'County History' is on the left. The dropdown box contains the text 'Mesa 01/01/2021-12/31/2299' followed by a downward-pointing chevron icon.


Note: Gaps in the Support Level History may result in the SPAL not calculating correctly for members enrolled in HCBS-SLS.

Proration: Example Verification of total SPAL/Spending Limit (cont'd)

3. Review the Authorized SPAL/CES Spending Limit -

Navigate to the member's PPA and review the amount in the *Authorized SPAL/CES Limit* field to ensure the limit appears correct.

Support Level	2
Receive Alert	NO ▾
Cert Start Date	12/01/2021
Cert End Date	11/30/2022
Authorized SPAL/CES Limit	\$24,806.55
Total SPAL/CES Spend	\$0.00
HCBS AVG Daily Cost	\$0.00
LTHH AVG Daily Cost	\$0.00
Total AVG Daily Cost	\$0.00



Proration Calculation

Cert Start to Cert End: 12/01/2021 - 11/30/2022

County pricing is “Standard” for the entire cert period

Current Support Level = 2

SPAL amounts for “Standard” changed during the cert period

SPAL for Standard Level 2, 07/01/2021 to 12/31/2021 = \$22,444.60

SPAL for Standard Level 2, 01/01/2022 to present = \$25,025.77

Proration Calculation (cont'd)

Date Range Splits:

- 12/1/2021 - 12/31/2021: Cert start to SPAL amount change
- 1/1/2022 - 11/30/2022: SPAL amount change to cert end

Calculation for SPAL/CES Limit:

- SPAL1 would be $(\$22,444.64/365) * 31 \text{ days} = \$1,906.2571$
- SPAL2 would be $(\$25,025.77/365) * 334 \text{ days} = \$22,900.2936$
- Total SPAL is $\$1,906.2571 + \$22,900.2936 = \underline{\underline{\$24,806.55}}$ (rounded)

Proration: Service Planning Parameters



- Account for prorated SPALs and Spending Limits
- Revisions to PPAs created prior to August 1, 2022 will be subject to proration and require Department approval.
- Only PPAs created prior to August 1, 2022 will be considered for approval by OCC. Others will require an SLS Exception Request.
- PPAs revised between August 1, 2022 - September 1, 2023, with errors or revisions related to proration shall be sent for approval to Over Cost Containment (OCC) at LTSSOCC@state.co.us

SLS Waiver Exception Process: Service Planning Parameters

- SPAL funding required beyond established limits need SLS Exception Request.
- Who is Eligible?
 - A. Members enrolled in HCBS-SLS at risk for an emergency HCBS-DD enrollment; and,
 - B. Members with less than 10% of SPAL funding remaining; or,
 - C. Needed service units are not available because of current service unit limitation(s).
- For more information, please refer to the [SLS Waiver Exception Review Process Training](#)

HCBS-SLS Support Level Error Messages

- Services in PPAs for members enrolled in HCBS-SLS need to align with their Support Level.
- If services in the PPA do not align with the member's Support Level, the error message below will appear when saving.

Message Description	Panel	Field	Row
 Selected service does not match client's Support Level.	Line Item		2
 Selected service date range does not match client's Support Level date range.	Line Item		2

Proration Issue Resolution

For issues with calculation of prorated SPAL/Spending Limit:

1. Verify member's client information is correct
2. Verify PPA information is correct

For Bridge errors, contact the CCM Help Desk at CCMHelpDesk@dxc.com:

1. Errors with a member's County History
2. Errors with a member's Support Level History

For requests for approval of revisions unable to be submitted for an existing PPA due to prorated SPAL/Spending Limit:

1. Contact LTSSOCC@state.co.us



Questions?



Gainwell Technologies Contact

Gainwell

CCM Help Desk

CCMHelpDesk@dxc.com



Thank you!