



INFORMATIONAL MEMO

| | |
|--|---|
| TITLE: | HCBS MONITORING TRAINING - UPDATED |
| SUPERSEDES NUMBER: | N/A |
| EFFECTIVE DATE: | JULY 27, 2021 |
| DIVISION AND OFFICE: | CASE MANAGEMENT AND QUALITY PERFORMANCE DIVISION, OFFICE OF COMMUNITY LIVING |
| PROGRAM AREA: | TRAINING FOR HCBS CASE MANAGERS |
| KEY WORDS: | MONITORING, CASE MANAGEMENT, SEP, CCB, TRAINING, LTSS, HCBS, HOME AND COMMUNITY BASED SERVICES, WAIVER |
| INFORMATIONAL MEMO NUMBER: HCPF IM 21-048 | |
| ISSUE DATE: AUGUST 3, 2021 | |
| APPROVED BY: RHYANN LUBITZ | |

HCPF Memo Series can be accessed online: <https://www.colorado.gov/hcpf/memo-series>

Purpose and Audience:

The purpose of this Informational Memo is to inform Case Management Agencies (CMAs) of an updated Monitoring for Case Managers of HCBS Waivers training on the Department of Health Care Policy & Financing (Department) website.

Information:

The Department has updated training materials on the [Long-Term Services and Supports \(LTSS\) Training webpage](#) to provide guidance and clarification to HCBS case managers of monitoring requirements and policies. This updated training supersedes the monitoring training presented in 2018 and includes the most current information on monitoring requirements, including steps to assure accurate documentation of monitoring activities.

The following materials have been updated:

- Training Recording: Monitoring for Case Managers of HCBS Waivers
- Training Slide Deck: Monitoring for Case Managers of HCBS Waivers

Case Managers are required to complete the new Monitoring for Case Managers of HCBS Waivers training no later than 60 days from the issue date of this Informational Memo.

The Department's LTSS Training webpage can be found at the following URL:
<https://hcpf.colorado.gov/long-term-services-and-supports-training>

Attachment(s):

None

Department Contact:

Leila Norden, Case Management Training Coordinator

leila.norden@state.co.us