



INFORMATIONAL MEMO

TITLE:	CASE MANAGEMENT REDESIGN POLICY UPDATE: COMMUNITY CENTERED BOARD DESIGNATION PROCESS
SUPERSEDES NUMBER:	N/A
EFFECTIVE DATE:	JULY 1, 2024
DIVISION AND OFFICE:	OFFICE OF COMMUNITY LIVING
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Purpose and Audience:

The purpose of this Informational Memo is to inform all stakeholders of the Colorado Department of Health Care Policy & Financing (Department) decision regarding the designation process for Community Centered Boards (CCB) effective July 1, 2024, when Case Management Redesign (CMRD) will be fully implemented, and requirements fulfilled for HB 21-1187.

Background:

Case Management Redesign (CMRD) refers to several initiatives aimed at simplifying access to long-term services and supports, creating stability for the case management system, increasing and standardizing quality requirements, requiring accountability, and achieving federal compliance.

In the current Home and Community-Based Services (HCBS) case management model, CCBs are designated annually through an application process. It requires that each organization be committed to utilization of local funds, increasing service provider capacity and quality services for people with intellectual and developmental disabilities. The CCB designation application includes extensive written responses, long range planning, and committee and board membership information. It also requires agencies

to administer state general fund programs and the Human Rights Committee for people with Intellectual and Developmental Disabilities. The agencies designated to act as a CCB are awarded a contract with the Department to perform specific administrative and case management functions related to programs for individuals with intellectual and developmental disabilities. The current application will continue to be used to award the CCB Contract through Fiscal Year 2023-24.

Information:

To come into compliance with federal requirements for conflict-free case management, the Department, in collaboration with stakeholders, created a new application process for CCB designation. This new application process is designed to allow the use of the CCB designation to obtain mill levy and other local or regional funding to support people with intellectual and developmental disabilities. The designation does not impact the Early Intervention Colorado program at the Colorado Department of Early Childhood.

The new CCB Designation application is based on a revised version of the current CCB annual application and will take effect on July 1, 2024. The Department plans to do a phased transition of case management agencies and their contracts in FY 23-24 and will transition CCB applicants at the same time as Case Management Agency (CMA) contracts. (See the [CMRD website](#) for more information on the CMA transition process). The new application will be made available in Spring 2023 in conjunction with the competitive Request for Proposal (RFP) process for CMA contracts. The CCB will be required to collaborate with the local agency holding the Case Management Agency contract for their catchment area.

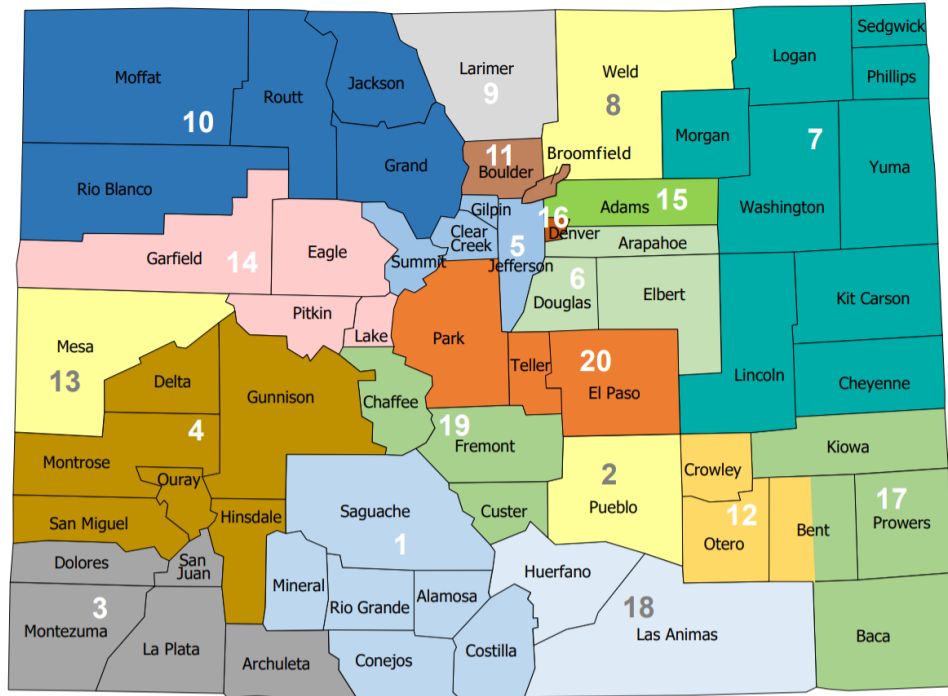
The following areas of the CCB Designation Application changed:

- **Designation Period:** The Department will be extending CCB designation from an annual designation to a 10-year period to better align with new CMA contracting periods.
- **Human Rights Committee:** This function will be moved to the CMA or other defined entity and is, therefore, removed from the application.
- **Long-Range Plan:** This function will be moved to the CMA and is, therefore, removed from the application.
- **Family Support Services Program (FSSP), State Supported Living Services (SLS) and Omnibus Reconciliation Act (OBRA) program:** These state general funded programs will not be part of the criteria for CCB as these functions will be moved to the CMA to keep case management responsibilities

with a single entity in each catchment area. The CMA contract will require coordination with CCB(s) in the given CMA's catchment area as well as an allowance for subcontracting for case management service provision where appropriate. Requirements for the state general funded programs will not change due to CMRD.

- **Requirements and Assurances:** Due to state general fund programs and all case management activities being removed from CCB requirements and contracts, the Department revised the application requirements to be submitted in writing with the application. There will be four required responses in the new application. Additionally, there will be one assurance.
 - **One Assurance is:** compliance with all applicable laws, rules, regulations, policies, and standards set forth by the state of Colorado and federal government.
 - **The four requirements include:**
 - **Requirement #1:** Describe how your agency utilizes local or regional funding to address unmet needs for individuals with Intellectual and/or Developmental Disabilities and their families and collaborates with existing service agencies, provider networks, and natural sources of support in the designated service area.
 - **Requirement #2:** Describe how your agency utilizes local or regional-funded services and supports to address gaps in publicly funded programs, including but not limited to Medicaid programs, public education, social services, public health, public safety, and rehabilitation programs.
 - **Requirement #3:** Describe how your agency ensures quality of services and supports that are provided through locally funded sources for persons with intellectual and developmental disabilities.
 - **Requirement #4:** Describe how your agency establishes new services and supports for the prevention of institutionalization, the support of deinstitutionalization, and a commitment to innovative, effective, and inclusive services and supports for persons with intellectual and developmental disabilities.
- **Authority:** The authority language has changed pursuant to the repeal of CRS 25.5-10-209 effective July 1, 2024, per HB21-1187.
- **Community Centered Board Regions:** The defined regions will remain the same and are available [here for review](#):

Community Center Board (CCB) Map by County



Additional Information:

For more information on CMRD, visit the [CMRD website](#) for frequently asked questions, previous and upcoming meeting materials, and other updates.

Attachment(s):

Community Centered Board Designation Application Draft

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