



## INFORMATIONAL MEMO

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<b>Title:</b> Claim Holds for Home and Community-Based Services (HCBS) Providers who haven't Submitted the 2023 Base Wage Attestation Form	<b>Topic:</b> Direct Care Worker Base Wage Compliance
<b>Audience:</b> HCBS Waiver Providers	<b>Sub-Topic:</b> Base Wage Attestation Form
<b>Supersedes Number:</b> N/A	<b>Division:</b> Benefits and Services
<b>Effective Date:</b> Sept. 16, 2024	<b>Office:</b> Office of Community Living
<b>Expiration Date:</b> Sept. 16, 2025	<b>Program Area:</b> HCBS Services
<b>Key Words:</b> Home and Community-Based Services, HCBS, Base Wage, Wage Attestation, Wage Reporting, Wage Compliance	
<b>Legal Authority:</b> 10 CCR 2505-10, Section 8.511	
<b>Memo Author:</b> Heather Johnson	
<b>Informational Memo Number:</b> HCPF IM 24-022	
<b>Issue Date:</b> September 11, 2024	
<b>Approved By:</b> Candace Bailey	

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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 HCBS Providers that claim payments will be suspended for those providers who are noncompliant with submitting the 2024 Wage Attestation form and that these identified providers will be posted publicly.

### Information:

Home and Community Based-Services (HCBS) Providers were required to submit the 2024 HCBS Provider Attestation Smartsheet form and attach a completed 2024 Base Wage Attestation form to HCPF by Saturday, Aug. 31, 2024, per 10 CCR 2505-10 8.511. HCBS Providers were advised of this requirement through various Colorado Department of Health Policy and Financing (HCPF) Operational and Informational Memos. HCBS Providers were notified that service providers who do not meet the reporting or base wage requirement are subject to audit, corrective action, suspension of claims, and/or recoupment. All HCBS service providers who have not

submitted the required completed attestation and wage forms will be posted publicly and HCPF will start claim payment suspensions on Monday, Sept. 16, 2024. Once a provider submits the attestation and wage forms as required, claim payment suspension will be lifted, and payments will resume. The attestation and wage form can be found in the Workforce Development section of the [Resources for HCBS Providers webpage](#) and attached here.

**Definition(s):**

Direct Care Workers are defined as non-administrative employees or independent contractors of a Provider Agency or Consumer-Directed Attendant Support Services (CDASS) employer who provides hands-on care, services, and support to older adults and individuals with disabilities across the long-term services and supports continuum within home and community-based settings.

**Attachment(s):**

[2024 HCBS Provider Attestation Smartsheet Form](#)

[2024 Direct Care Worker Wage Attestation Form](#)

**HCPF Contact:**

Email [hcpf\\_basewage@state.co.us](mailto:hcpf_basewage@state.co.us) with questions about the attestation form or reporting requirements.