



OPERATIONAL MEMO

TITLE:	YOUTH DAY SERVICES
SUPERSEDES NUMBER:	N/A
EFFECTIVE DATE:	MARCH 1, 2020
DIVISION AND OFFICE:	BENEFITS AND SERVICES MANAGEMENT DIVISION, OFFICE OF COMMUNITY LIVING
PROGRAM AREA:	HOME AND COMMUNITY BASED SERVICES – CHILDREN’S EXTENSIVE SUPPORTS (HCBS-CES) WAIVER
KEY WORDS:	HCBS-CES, YOUTH DAY
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Purpose and Audience:

The purpose of this Operational Memo is to inform members enrolled in the Home and Community-Based Services – Children’s Extensive Supports (HCBS-CES) waiver, families, guardians, advocates, Community Centered Boards (CCBs), and provider agencies of the upcoming implementation of Youth Day Services, a new service available under the CES waiver.

Background:

The Department of Health Care Policy & Financing (Department) received guidance from the Centers for Medicare & Medicaid Services (CMS) to add Youth Day Services as a distinct service from Respite in the HCBS-CES waiver. Youth Day Services differ from existing Respite Services under the CES waiver. Youth Day Services are specifically designed to provide for the care and supervision of youth over the age of 12 while the caregiver works, pursues education, or volunteers.

Effective October 1, 2019, regulations for Youth Day Services became effective in the Code of Colorado Regulations, Volume 8, Section 8.503.40.A.13:

- a. Youth day service is the care and supervision of Clients ages 12 through 17 while the primary caregiver works, volunteers, or seeks employment.
- b. Youth day service may be provided in the residence of the Client, youth day service provider, or in the community.
- c. Youth day service shall be provided according to an individual or group rate as defined below:
 - i. Individual: The Client receives youth day services with a staff ratio of 1:1, billed at a 15-minute unit. There are no other youth in the setting also receiving youth day service, respite or third-party supervision.
 - ii. Group: The Client receives supervision in a group setting with other individuals who may or may not have a disability. Reimbursement is limited to the Client.
- d. Limitations:
 - i. This service is limited to Clients ages 12 through 17.
 - ii. This service may not substitute for or supplant special education and related services included in a Client's Individualized Education Plan (IEP) developed under Part B of the Individuals with Disabilities Education Act, 20 U.S.C. § 1400 (2011). This includes after school care provided through any education system and funded through any education system for any student.
 - iii. This service may not be used to cover any portion of the cost of camp.
 - iv. This service is limited to ten (10) hours per calendar day.

Procedures:

Current CES waiver members and their families should discuss the need for Youth Day Services with their case manager and team during service plan or team meetings. Case Managers and families should discuss the need for Respite or Youth Day Services and when each service is applicable and appropriate.

Caregivers should continue to use Respite for evenings, weekends, and overnights or other times when they are not working. Caregivers, with children over 12 years, can use Youth Day Services in addition to respite when youth have days off from school or anytime the caregivers are working. Families can access both Respite and Youth Day

Services since each service is distinct and serve separate purposes. Please consult the CES-Respite definition at 8.503.40.A.10 for details specific to Respite services.

How to Use/Differentiate Respite and Youth Day Services

	Respite Services	Youth Day Services
Purpose	Short-term relief for caregivers	Short-term while caregivers are working, volunteering, and pursuing education or employment
Location	In home or in the community	In home or in the community
Age Range	All ages	Only youth over the age of 12
Common Usage	Unplanned absences from school, planned caregiver breaks, Individual – per diem, overnights, weekends	Anytime when caregivers are working, pursuing employment or education and volunteering
General Limitations	30 days plus 1,880 units (1 unit = 15-minute). Can be used for camp	No more than 10 hours per day Not to be used for Camp

Case Manager Process

Beginning March 1, 2020, case managers should start the process of meeting with families and providers to discuss the need for Youth Day Services. Families and case managers should discuss how each service applies and the frequency need for each service. Case managers should revise the service plan in the BUS and the Bridge to add Youth Day Services. The chart above can be a quick reference for how to use the service. This service, in conjunction with other HCBS-CES waiver services, cannot exceed the HCBS-CES waiver cap.

Provider Process

Providers need to discuss with families and case managers when to distinguish between Youth Day services and Respite services for billing. Providers should follow the same

guidelines as listed above in the table when making the distinction. Providers should follow the billings code and rates for each service, as outlined in the Billing Manual.

Provider Enrollment

The Department has enrolled all CES Waiver Respite Providers as Youth Day Services Providers, retroactive to February 1, 2020. The specialty code 751 will be added to their provider profiles. The Department will update its sister agency, Colorado Department of Public Health & Environment (CDPHE) on the additions. CDPHE will update the Program Approved Service Agency (PASA) list according to the provider enrollment list the Department sends. The Department will notify all CCBs of this additional service and provider enrollment updates.

In the future, interested Youth Day providers will have to follow the standard PASA and DXC enrollment processes to enroll as a Youth Day provider or add the Youth Day specialty to their profile.

Billing Codes and Rates

The current rates for Youth Day are below. To find the most up to date rates, please refer to the [HCBS Rate Schedule Webpage](#).

Youth Day	Procedure Code	Modifier(s)	Unit Designation	Rate
Individual	T2027	U7	15 minutes	\$5.70
Group	T2027	U7, HQ	15 minutes	\$1.90

Youth Day Group Rates are based on a one to three (1:3) staff to member ratio. Youth Day and Respite Services can be utilized on the same day, but not the same time. Providers can continue providing Group services regardless of whether the individuals are Respite – group or Youth Day – group. The provider would bill the appropriate service for each individual. There is no Individual – Per Diem for Youth Day services.

Attachment(s):

[HCBS Rate Schedule – as of March 2020](#)

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