

## **Home and Community Based Services Supported Living Program (SLP) Negotiated Rate Review Process**

***The SLP Rate Review Process serves to review situations where it is believed that a member does not have a tiered reimbursement rate that enables the SLP to meet their current needs.***

1. The Case Management Agency (CMA) shall provide a copy of this SLP Rate Review Process to the SLP Provider.
2. The SLP provider may initiate a negotiated reimbursement rate review process when they believe the members' assigned tier based on the assessment does not meet the current needs of the member. The request may be made either verbally or in writing by contacting the case manager.
3. The CMA shall complete the "[SLP Negotiated Rate Request Form](#)" and gather the information as required by the Department of Health Care Policy & Financing (HCPF). The CMA shall provide the SLP provider, member, guardian, authorized representative, and family member, as appropriate, with the opportunity to review the information and to add any additional information that they believe is relevant.
4. HCPF will convene a SLP Rate Review Panel. The Review Panel will be composed of at least three members with extensive knowledge and experience with the assessment, SLP reimbursement tiers, case management, and Home and Community-Based Services (HCBS) Waivers.
5. The Review Panel will examine all information submitted by the CMA and will seek to identify any significant support needs that cause the member to have a substantially higher support need than can be provided through the standard tier reimbursement rates.
6. If the Review Panel finds that the rate proposed by the provider is appropriate and the member has substantially higher support needs than what the standard tier rates encompass, then the new rate will be approved.
7. HCPF will communicate with the CMA any denial or approval decision made by the Review Panel. In this communication, the CMA will be notified of the effective dates of the approval if applicable.
8. Approved negotiated rates are not permanent. If the approval effective date is expiring, and a member continues to need support above their assigned tier, the SLP provider must follow this process and initiate a subsequent negotiated rate review request to the CMA (Step 2).
9. No negotiated rate approvals will be backdated. If the SLP provider does not initiate a new negotiated rate request prior to an effective date expiration, there will be no backdating to cover the gap in effective dates.
10. HCPF will provide the CMA with a written decision within fifteen (15) business days. The Review Panel's decision is final.