



## OPERATIONAL MEMO

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<b>TITLE:</b>	<b>HOME AND COMMUNITY-BASED SERVICES (HCBS) BASE WAGE RATE INCREASE ATTESTATION FORM 2023</b>
<b>SUPERSEDES NUMBER:</b>	N/A
<b>EFFECTIVE DATE:</b>	<b>MARCH 28, 2023</b>
<b>DIVISION AND OFFICE:</b>	<b>OPERATIONS &amp; ADMINISTRATION DIVISION AND BENEFITS &amp; SERVICES MANAGEMENT DIVISION, OFFICE OF COMMUNITY LIVING</b>
<b>PROGRAM AREA:</b>	<b>HCBS SERVICES</b>
<b>KEY WORDS:</b>	<b>BENEFITS AND SERVICES, HOME AND COMMUNITY-BASED SERVICES, HCBS, CHRP, RATE INCREASE, BASE WAGE, ADULT DAY, DAY HABILITATION, SCC, CDASS, NMT, SUPPORTED EMPLOYMENT, HOMEMAKER, HOST HOME, GROUP HOME, FOSTER CARE HOME, IHSS, IRSS, MENTORSHIP, PREVOCATIONAL SERVICES, RESPITE CARE, ARPA, ARPA WAGE ATTESTATION, ARPA WAGE REPORTING, ARPA WAGE COMPLIANCE</b>
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<b>APPROVED BY: COLIN LAUGHLIN</b>	

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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 Operational Memo is to provide service providers with the required attestation form for the base wage rate increase for some Home and Community-Based Services (HCBS) waiver services. The Department of Health Care Policy & Financing (HCPF) instituted a base wage for Direct Care Workers (DCWs) in January 2022. DCWs providing certain HCBS waiver services must have a base wage of at least \$15 per hour or the increase to their per diem wages.

**Information:**

A \$15 an hour base wage for DCWs providing specific HCBS waiver services and an increase to DCW per diem rates for Individual Residential Services and Supports (IRSS) went into effect on Jan. 1, 2022.

A \$15 an hour base wage for DCWs providing specific HCBS Children's Habilitation Residential Program (HCBS-CHRP) services went into effect on July 1, 2022.

The services and waivers impacted by this requirement include:

- Adult Day Services - BI, CMHS, EBD, SCI
- Alternative Care Facility (ACF) - BI, CMHS
- Community Connector – CES, CHRP
- Consumer-Directed Attendant Support Services (CDASS) - BI, CMHS, EBD, SCI, SLS
- Foster Care Home – CHRP
- Group Home - CHRP
- Group Residential Support Services (GRSS) - DD
- Homemaker - CES, CMHS, EBD, SCI, SLS
- Homemaker Enhanced – CES, SLS
- Host Home (participants aged 18-20) – CHRP
- Individual Residential Support Services (IRSS) - DD
- In-Home Support Services (IHSS) - HCBS, EBD, SCI
- Job Coaching – DD, SLS
- Job Development – DD, SLS
- Mentorship – SLS
- Personal Care – BI, CMHS, EBD, SCI, SLS
- Prevocational Services – DD, SLS
- Respite – BI, CES, CLLI, CHRP, CMHS, EBD, SCI, SLS
- Specialized Habilitation – DD, SLS
- Supported Community Connections – DD, SLS
- Supported Living Program – BI

Providers affected by the base wage and per diem increase requirements must complete the attached 2023 Wage Attestation Form and submit it to HCPF to report compliance with the requirements. Attestation form must be submitted to [HCPF\\_WageCompliance\\_FCU@state.co.us](mailto:HCPF_WageCompliance_FCU@state.co.us) no later than June 30, 2023.

CDASS Authorized Representatives and Employers of Record are exempt from attestation requirements.

Providers must also keep true and accurate records to support and demonstrate that all DCWs are receiving at least the base wage or the increase to their per diem wage. These records must be retained for no less than six (6) years and made available to HCPF upon request.

**Attachment:**

2023 Wage Attestation Form

**Link:**

The following link can be referenced for additional information regarding these requirements and implementing the base wage and per diem increases.

[Base Wage Requirement Regulations – 10 C.C.R. 2505-10 Section 8.511](#)

**Department Contacts:**

[HCPF\\_WageCompliance\\_FCU@state.co.us](mailto:HCPF_WageCompliance_FCU@state.co.us) for submitting the attestation form and for questions regarding the attestation form, reporting requirements, financial compliance reviews, and submitting supporting documentation.

[HCPF\\_HCBS\\_Questions@state.co.us](mailto:HCPF_HCBS_Questions@state.co.us) for questions regarding waiver services and rate increase.

[HCPF\\_DCWorkforce@state.co.us](mailto:HCPF_DCWorkforce@state.co.us) for general questions or feedback relating to workforce issues.