



OPERATIONAL MEMO

Title: Home and Community-Based Services (HCBS) Base Wage Rate Increase Attestation Final Reminder 2023	Topic: Direct Care Worker Base Wage Compliance
Audience: HCBS Providers	Sub-Topic: Base Wage Attestation Form
Supersedes Number: N/A	Division: Operations & Administration Division and Benefits & Services Management Division
Effective Date: June 1, 2023	Office: Office of Community Living
Expiration Date: June 1, 2025	Program Area: HCBS Services
Key Words: 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, Wage Attestation, Wage Reporting, Wage Compliance	
Legal Authority: 10 CCR 2505-10, section 8.511	
Memo Author: Cathy Fielder	
Operational Memo Number: HCPF OM 23-037	
Issue Date: May 31, 2023	
Approved By: Colin Laughlin	

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 a final reminder to complete the required attestation form for the base wage rate increase as outlined in [HCPF Operational Memo 23-023](#) by June 30, 2023.

Information:

This memo acts as the Department of Health Care Policy & Financing's (HCPF) final reminder to Home and Community-Based Services (HCBS) service providers to submit the required 2023 attestation form by June 30, 2023.

A \$15 per hour base wage for Direct Care Workers (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 January 1, 2022.

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

Action To Be Taken:

Providers affected by the base wage and per diem increase requirements must complete the 2023 Wage Attestation Form and submit it to HCPF to report compliance with the requirements. Attestation forms must be submitted to HCPF_WageCompliance_FCU@state.co.us no later than June 30, 2023. **As a reminder, agencies that do not submit their attestation are subject to an audit which could lead to recoupment of funds and/or additional penalties.**

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) - CHCBS, 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

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(s):

2023 Wage Attestation Form

For additional information regarding these requirements and implementing the base wage and per diem increases, refer to Base Wage Requirement Regulations - 10 C.C.R. 2505-10 Section 8.511

Department Contact:

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 for questions regarding waiver services and rate increase.

HCPF_DCWorkforce@state.co.us for general questions or feedback relating to workforce issues.