



OPERATIONAL MEMO

Title: Children’s Extensive Support (CES) Waiver and Children’s Habilitation Residential Program (CHRP) Waiver Respite Service Delivery Option Expansion	Topic: HCBS-Multiple
Audience: Members, Case Management Agencies, Respite Providers, Stakeholders	Sub-Topic: Respite Services
Supersedes Number: N/A	Division: Benefits and Services Management
Effective Date: March 1, 2024	Office: Office of Community Living
Expiration Date: March 1, 2026	Program Area: N/A
Key Words: CES, CHRP, Respite, Skilled Respite, Unskilled Respite, RN, CNA, Therapeutic Respite	
Legal Authority: N/A	
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Operational Memo Number: HCPF OM 24-014	
Issue Date: April 15, 2024	
Approved By: Candace Bailey	

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Purpose and Audience:

The purpose of this Operational Memo is to inform Members, Case Management Agencies, Respite provider agencies, and stakeholders of additional service delivery options for the Respite benefit in the Children’s Extensive Support (CES) Waiver and the Children’s Habilitation Residential Program (CHRP) Waiver.

Information:

Through engagement and feedback from stakeholders, a need for additional service delivery options for CES and CHRP Respite were identified. Based on this feedback, the Department of Health Care Policy & Financing (HCPF) developed additional respite service delivery options that support exceptional medical and/or behavioral needs for members on the CES or CHRP waivers. The additional service delivery

options for both CES and CHRP are: Skilled Certified Nursing Assistant (CNA) Respite (unit and day), Skilled Registered Nurse (RN)/Licensed Practical Nurse (LPN) Respite (unit and day), and Therapeutic Respite (unit and day). 1 unit means: 1 15-minute increment. Day means: more than 4 hours in a 24-hour period. There are no changes to the current Respite service delivery options, referred to as 'unskilled Respite'. There are no changes to the definition of Respite in the HCPF regulations. Skilled Respite and Therapeutic Respite are defined in the 'Definitions' section of this memo.

Skilled Respite includes:

- Skilled CNA Respite (unit & day), and
- Skilled RN/LPN Respite (unit & day).

Therapeutic Respite includes:

- Therapeutic Respite (unit & day).

Skilled Respite provider agencies must have the required Colorado Department of Public Health and Environment (CDPHE) certification provider specialty code 615 'Skilled Respite' and hold a Hospice or Home Care Agency Class A License from CDPHE.

Therapeutic Respite provider agencies must have the required certification to provide services under provider specialty code 882 'Therapeutic Respite'. Therapeutic Respite is provided by a direct care professional that has completed at least 40 hours of training in crisis prevention, de-escalation, and intervention. Training must encompass the following components: trauma informed care, youth mental health first aid, positive behavior supports, behavior intervention, de-escalation techniques, cultural competency, family systems and family engagement, child and adolescent development, mental health topics and services, substance abuse topics and services, psychotropic medications, intellectual and developmental disabilities, and child/youth specific training. Annual refresher training is required.

Provider agencies may access the Provider Specialty Codes on the [Provider website](#). Provider agencies may access CDPHE requirements and application on [CDPHE's website](#).

Action To Be Taken:

Action to be Taken by Case Management Agencies:

To access Skilled and/or Therapeutic Respite, a request may be initiated by the Member, Legal Guardian, Family Member, or Case Manager. Approved provider agencies for CHRP Respite are listed on the CHRP provider list on the [CHRP website](#).

Approved provider agencies for CES Respite are listed on the Program Approved Service Agency (PASA) list at [CDPHE's website](#).

Case Managers are responsible for ensuring that, when applicable, the Member's Assessment and record documentation reflects accurate exceptional medical needs requiring skilled care and/or exceptional behavioral needs requiring increased support. Case Managers are responsible for informing members, Legal Guardians, and family members of Skilled and Therapeutic Respite during service planning meetings when the Member's Assessment identifies exceptional medical needs requiring skilled care and/or exceptional behavioral needs requiring increased support.

When an approved provider agency has been selected, Case Managers will complete a Prior Authorization Request (PAR) in the Bridge.

Respite unit limits for CES and CHRP are 1880 units + 30 days combined. These are calculated on a dollar threshold. Case Manager Supervisors can approve up to \$22,857.60 of combined total Respite for each certification period. For any Respite service(s) that exceed \$22,857.60 per certification period, these will automatically "Pend for State Review" in the Bridge. To request review and approval of these PARS, Case Managers must ensure that total units of combined Respite do not exceed 1880 units + 30 day combined and send notification to ltsocc@state.co.us. Case Managers will receive a response within 5-10 business days on the request. If there are questions or errors, these will be sent to the Case Manager.

Action to be Taken by Provider Agencies:

Provider agencies must receive CDPHE certification to provide Skilled Respite for CES and CHRP. Providers will need to request CDPHE certification under Respite specialty 676. The provider will need to add Respite 676 and Skilled Respite 615 to their enrollment in the Provider Portal. The title for specialty code 615 has changed from "Children with LLI - Respite (Skilled) CLLI" to "615 Skilled Respite CES/CHRP/CLLI."

Current provider agencies enrolled in Skilled Respite for the Children with Life Limiting Illness (CLLI) waiver specialty code 615 will not be automatically enrolled as a Skilled Respite provider for CES and CHRP waivers. If current provider agencies do not wish to provide this service delivery option, no action is needed, and the agency will remain enrolled.

Provider agencies must receive CDPHE certification to provide Therapeutic Respite for CES and CHRP. Providers will need to request CDPHE certification under Respite specialty 676. The provider will need to add Respite 676 and Skilled Respite 882 to their enrollment in the Provider Portal. The title for specialty code 882 has changed

from “CHRP - Child and Youth Mentorship” to “882 CHRP Youth Mentorship-CES/CHRP Therapeutic Respite.”

Current providers agencies enrolled in CHRP - Child and Youth Mentorship (882) will not be automatically enrolled as a Therapeutic Respite provider for the CES and CHRP waiver. If current provider agencies do not wish to provide this service delivery option, no action is needed, and the agency will remain enrolled.

Current provider agencies who have previously received CDPHE certification and are approved to provide Respite specialty 676 may elect to enroll as a Skilled or Therapeutic Respite provider. The provider agency will need to submit a modification in the Provider Portal to add Skilled Respite 516 and/or Therapeutic Respite 882 to their enrollment. The provider requirements for these provider specialties must be met.

For enrollment assistance, contact Gainwell Technologies or visit the [Provider website](#). Provider agencies may access CDPHE certification requirements and application at [CDPHE's website](#).

Definition(s):

Unskilled Respite: Respite provided without exceptional medical or behavioral supports. CES currently offers unskilled Respite as: Respite Unit, Respite Day, Group Respite, and Camp. CHRP currently offers unskilled Respite as: In Family Home Unit, In Family Home Day, In Residential Setting Unit, In Residential Setting Day.

Skilled Respite: Respite that requires a CNA, RN, or LPN to provide medical skilled care.

Therapeutic Respite: Respite that requires a specially trained and certified support staff for ongoing behavioral support needs.

Service Delivery: How a service can be delivered, by whom it can be delivered, and where it can be delivered.

Attachment(s):

None

HCPF Contact:

For questions, please contact hcpf_hcbs_questions@state.co.us.