



Dear Case Manager,

Changes have been completed in the Bridge system for Post-Eligibility Treatment of Income (PETI) worksheets effective July 1, 2024. PETI worksheets are required for members receiving Alternative Care Facility (ACF) services on the Community Mental Health Supports (CMHS) and Elderly, Blind and Disabled (EBD) waivers and Supported Living Program (SLP) services on the Brain Injury (BI) waiver.

Case managers will be responsible for completing PETI worksheets and Pre-Prior Authorizations (PPAs) in the Bridge for ACF and SLP certifications starting July 1, 2024, and forward using a new process.

Three training sessions will be offered to case managers on the new PETI calculation worksheet and the required processes in the Bridge. Case managers who complete the PETI process will be required to attend one of these training sessions. Training materials will be posted on the [Long-Term Services and Supports Training web page](#) following the scheduled training sessions.

The training sessions will be held:

- Monday, June 17, 2024, 9:00 AM - 10:30 AM MT
- Tuesday, June 18, 2024, 3:00 PM - 4:30 PM MT
- Thursday, June 20, 2024, 3:00 PM - 4:30 PM MT

[Register Here](#)

The Department of Health Care Policy & Financing (the Department) will revise all PETI worksheets and PPA lines due to the service rate increases going into effect on July 1, 2024. These revisions will be completed between June 13 and June 30, 2024. Additional communication will be sent to Case Management Agencies regarding any manual revisions that need to be completed by case managers.

For Assistance with ACF and SLP PETIs and PPAs:

Case managers may Contact the CCM Help Desk at CCMHelpDesk@gainwelltechnologies.com regarding any Bridge issues.

Thank you,

Department of Health Care Policy & Financing