

COVID-19 Provider Webinar Day Service Retainer Program

April 9th 2020

Thank you for joining us today! We will get started shortly after 2 PM.

Due to increased traffic, WebEx may be experiencing some technical difficulties.

Please take a moment to **ENSURE YOU ARE MUTED** upon entering the webinar.

Thank you!



**Office for People With
Developmental Disabilities**

COVID-19 Provider Webinar Day Service Retainer Program

April 9, 2020

OPWDD Announcing New Program

- Day Service Retainer Program Begins effective 4/16/2020
- New program includes Day Habilitation, Prevocational Services and Community Habilitation
- Interim Billing Guidance in effect through 4/15/2020 for Day Habilitation and Prevocational Services providers; start date for coverage of CH is under review



Which Agencies Qualify?

- Agencies that deliver the following services:
 - Day Habilitation
 - Community Habilitation
 - Prevocational Services
- Must Qualify and Agree to Participate in the Day Service Retainer Program



Provider Qualifications

- Day Service Retainer Program will be available to providers in circumstances:
 - in which facility closures are necessary due to COVID-19 containment efforts
 - in which attendance and utilization for the service drops to below 80% of the monthly average for the period of July 2019 through December 2019
- Retainer Day payments will not be duplicative of services provided and billed during the time period covered by the retainer day period

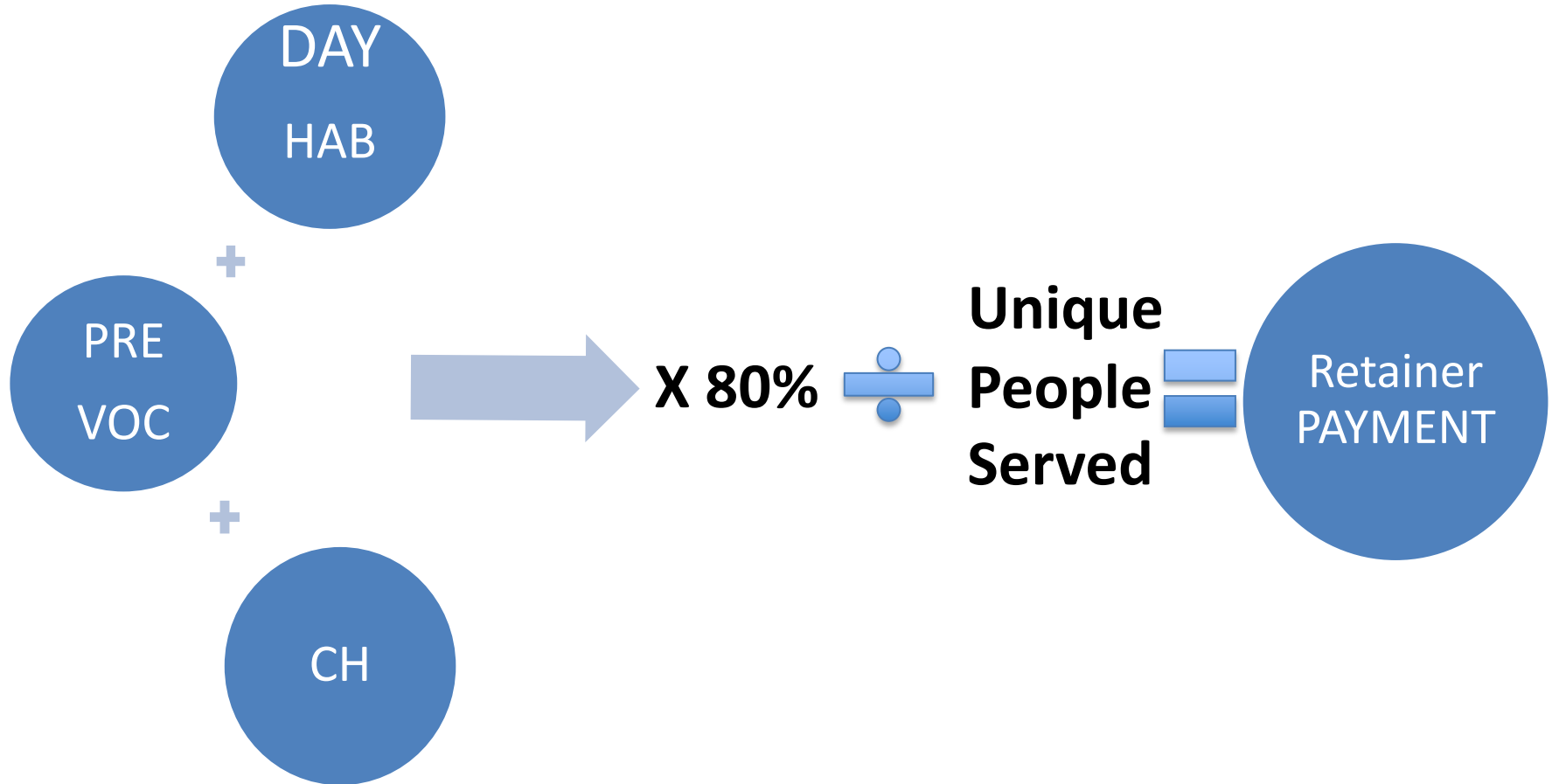


Provider Qualifications (con't)

- Each provider must sign an agreement with OPWDD to participate in the Retainer Payment program, agreeing to:
 - Retain staff at the levels in effect prior to the Governor's March 7, 2020 declaration of emergency
 - Continue to provide services to individuals and families currently served by their agency
 - Have a signed agreement to either provide/use staff for an OPWDD residential provider or emergency "step-down" intensive respite facilities
 - Completed the OPWDD Day Program Template
- May be subject to review by the State or Federal oversight entities



Calculation of the Bi-Monthly Retainer Payment



Calculation Methodology

- Retainer payments are based on the average monthly paid claims, per provider, per individual for the period of July 2019 to December 2019 for Day Habilitation, Prevocational Services and Community Habilitation Services
- The calculation of the retainer payment will be 80% of the average monthly paid claims for Day Habilitation, Prevocational Services and Community Habilitation Services

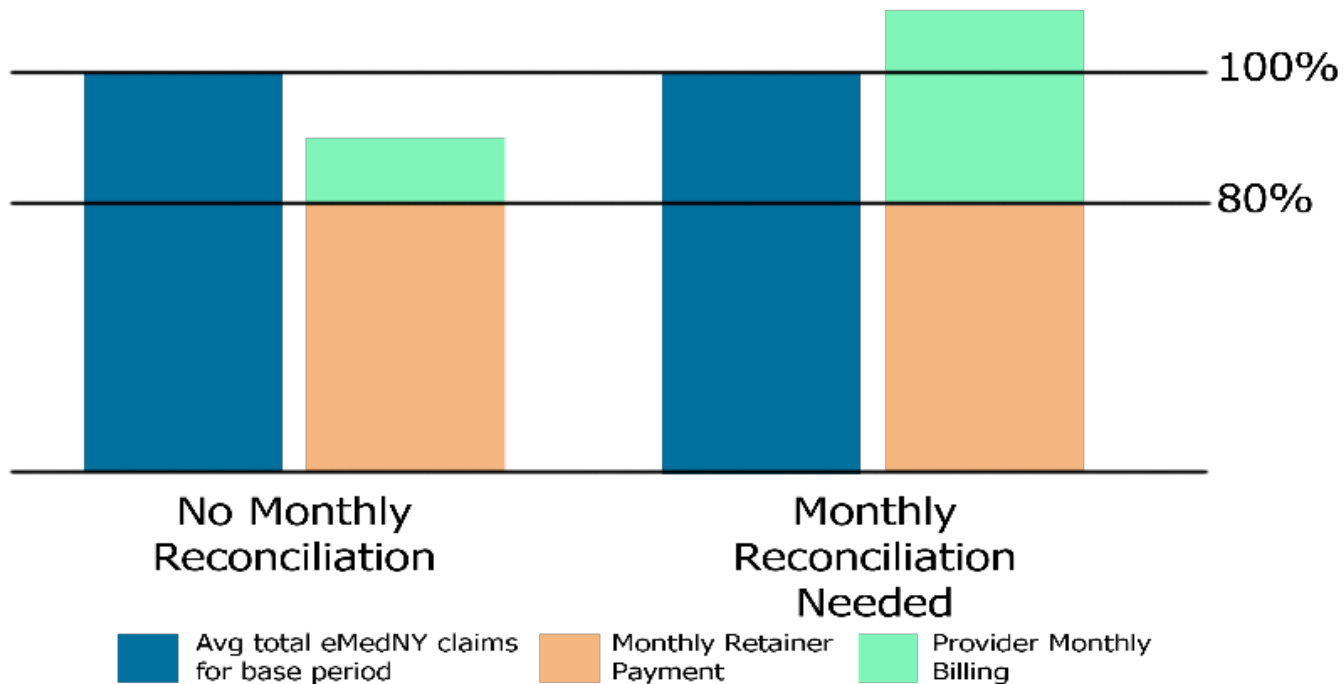


Calculation Example

- Average Monthly Revenue July-Dec 2019
- DH = \$25,000
- PV = \$15,000
- CH = \$10,000
- Total = \$50,000

- $\$50,000 \times .80 = \$40,000$ in Maximum Retainer Payments for a Month

Calculation Illustration



Program Provides

- A guarantee of a revenue floor up to 80%.
- A “revenue ceiling” of 100% of average billings for July 2019-December 2019 if services are delivered during the period of the emergency
- If retainer payments and service billing exceed 100% of six-month average ceiling, retainer payments will be reduced to 100% of revenue ceiling
- Any billing that exceeds 100% of revenue ceiling, will be identified through a post audit review reconciliation process

Flow of Funds




- New York State will calculate the retainer payment as a bi-monthly payment, with a first half & second half monthly unit of service
- New York State will notify provider agencies how many units they are authorized to bill (Half Month Unit/Individual)
- Provider will bill eMedNY (for a prospective payment) – on the first of the month and the 15th of the month

Retainer Billing

- Claiming Instructions are under development and will be provided to participating providers
- OPWDD anticipates first claims may be submitted to eMedNY beginning 5/1/2020
- The 5/1/2020 payment will be prorated to provide 'coverage' for service dates of 4/16/2020 through 4/30/2020, plus prospective retainer payments for the first half of May



Day Service Income Stream During the Emergency

- Retainer Payment  Bill eMedNY
- Provision of Services (CH, DH, PV)  Bill eMedNY
- Provide Shared Staffing by Agency  Billed to Agency
- Both **Provision of Services** and **Shared Staffing** revenue “count” towards the 20% for the purposes of reconciliation

What Day Services Can You Provide?

- All services count toward the 20%
 - ✓ DH
 - ✓ PV
 - ✓ CH
- If you cannot meet the 2/4 hour minimum time for DH/PV, you can deliver/document CH
- Authorization for different service provision will follow emergency

Resource Documents

Department of Health provider guidance can be found here:
<https://coronavirus.health.ny.gov/information-healthcare-providers>

OPWDD Issued Guidance available at <https://opwdd.ny.gov>

Centers for Disease Control and Prevention:
<https://www.cdc.gov/coronavirus/2019-ncov/>

Guidance is updated frequently and providers are strongly encourage to continually review these resources



Next Steps

- Further Information on Monday's Webinar
 - Timeline
 - Billing details
 - Service Documentation Guidance

Questions?

