



PROVIDER BULLETIN

No. 17-07

Date: July 21, 2017

TO: Developmental Disabilities Providers

FROM: Courtney Miller, Director *cm*
Division of Developmental Disabilities

BY: Kim McFarland, Program Coordinator

RE: UPDATED Requirements for Independent Providers of Developmental Disability Waiver Services

The Division of Developmental Disabilities is sending the following clarification for requirements of Independent Providers in the new Waivers, as well as changes to Therap providers that began May 1, 2017.

Requirements for all Independent Providers:

- Must be 19 years of age or older.
- Family members may provide services as long as they are NOT any of the following:
 - The guardian of the participant;
 - The spouse of the participant;
 - The parent of a minor participant; or
 - Other legally responsible person for the participant including (but not limited to):
 - Power of Attorney (POA), Durable Power of Attorney (DPOA), or conservator.
- If providing Respite or Homemaker services, the provider cannot live with the participant.
- Must have successfully completed and provide verification of training in Abuse, Neglect, Exploitation and State Law Reporting Requirements.
 - This training may be found at:
https://omni.az1.qualtrics.com/jfe/form/SV_1zUo8SV1bOtw7eR. An e-mail verifying completion will be sent to you following the successful completion of training and a competency test.

Service-specific requirements for Independent Providers:

- Must provide a photocopy of verification card(s) for Cardiopulmonary Resuscitation (CPR) and First Aid. CPR training must be OSHA approved for the workplace.
 - Training must be provided by:
 - American Heart Association;
 - American Red Cross;
 - National Safety Council;
 - American Health and Safety Institute; or
 - Emergency Care and Safety Institute.

- CPR/First Aid is required for the following services:
 - Adult Companion Service
 - Adult Companion Service In-Home
 - Consultative Assessment Service
 - Habilitative Community Inclusion
 - In-Home Residential Habilitation
 - Prevocational Services
 - Respite-Independent In-Home^
 - Respite-Independent Out-of-Home^
 - Supported Employment Individual
 - Supported Employment Follow-Along

^Please see Respite Provider Bulletin 17-06 for more details.
- Providers of habilitative services (services below with a *) must have:
 - A Bachelor's Degree or equivalent coursework/training; OR
 - Four or more years of professional experience in the provision of habilitative services for persons with intellectual or other developmental disabilities (IDD); OR
 - Four or more years of life experience in teaching and supporting an individual with IDD; OR
 - Have any combination of education and experience identified above equaling four or more years.
- Training in writing habilitation programs is found at:
https://omni.az1.qualtrics.com/jfe/form/SV_eerkC8pve2X1sbj
- Training in documenting habilitation programs and services in Therap can be found at:
<https://www.therapservices.net/trainingacademy/>
- In order to provide transportation you must:
 - Possess a current and valid Driver's License;
 - Hold the minimum vehicle insurance coverage as required by state law;
 - Have not had your driver/chauffeur's license revoked within the past three years; and
 - Use your own personally registered vehicle to transport.

Transportation is not available if the participant is receiving the following services, as these have transportation included in the rates. If an independent provider is providing the services below, they must have the above requirements in addition to the requirements for all providers of the services:

 - Habilitative Community Inclusion – 6845
 - Habilitative Workshop – 5416
 - In-Home Residential Habilitation – 2611
 - Residential Habilitation – 9844

Services:

The following services may be offered by an independent provider:

Services with a star () are habilitative and include teaching

- Day Services: Habilitative Community Inclusion* - 6845
- Assistive Technology - 9418
- Prevocational Services* - 8362
- Consultative Assessment Service* - 7783
- Supported Employment – Individual* - 9695
- Supported Employment – Follow Along* - 2141
- Environmental Modification Assessment - 2633

- Home Modifications - 1398
- Adult Companion Service* – 4479
- Adult Companion Service – In Home* - 2546
- Transition Services - 7835
- In-Home Residential Habilitation Services* - 2611
- Transportation - 3764
- Homemaker Services - 9393
- Respite – 9042
- Respite in home - 8148

Therap:

Therap is the Division electronic billing and record keeping system. The following modules are now available for training and can be utilized by Independent providers:

- Training Academy login
- Provider Administration
- General Event Reports
- ISP Programs and Data
- Attendance
- Secure Communications
- Health Tracking

Providers of habilitative services will need to complete the new modules training, use these modules, enter attendance, and generate claims in Therap electronically.

Therap’s website is: <https://www.therapservices.net/>.

Additional Information:

If you are an independent provider who is already employed by a participant in services, the participant’s Service Coordinator will complete a referral for the new services and send this referral to Resource Development to update your Medicaid Provider Enrollment. The Medicaid Provider Enrollment vendor (Maximus) will contact you with next steps. Please contact your Service Coordinator if you have questions regarding when the participant you serve will transition to the new Waiver services.

If you have questions about any information in this bulletin, or are a prospective independent provider and are interested in providing services, but are not yet employed by a participant, please contact Kim McFarland at (402) 471-8783 or Kim.Mcfarland@nebraska.gov.

This guidance document is advisory in nature but is binding on an agency until amended by such agency. A guidance document does not include internal procedural documents that only affect the internal operations of the agency and does not impose additional requirements or penalties on regulated parties or include confidential information or rules and regulations made in accordance with the Administrative Procedure Act. If you believe that this guidance document imposes additional requirements or penalties on regulated parties, you may request a review of the document.