

Policy #13.10

POLICY TITLE:	Home and Community Based Services Administration	POLICY #13.10	REVIEW DATES	
Topic Area:	SERVICE DELIVERY	ISSUED BY: Chief Executive Officer APPROVED BY: Chief Executive Officer	2/1/2025	
Applies to:	Lakeshore Regional Entity, member CMHSPs, and			
Developed and Maintained by:	CEO or Designee			
Supersedes:	N/A			
		Effective Date: 9/20/2023	Revised Date: 2/1/2025	

I. PURPOSE

To establish guidelines and expectations for LRE administration and oversight for the Home and Community Based services under the 1915(i)SPA (State Plan Amendment).

Home and Community Based Services (HCBS) provides opportunities for Medicaid beneficiaries to receive services in their own home or community rather than institutions or other isolated settings. These programs serve a variety of targeted population groups, such as people with intellectual or developmental disabilities, serious emotional disturbance and/or serious mental illnesses. The Center for Medicaid/Medicare Services (CMS) works with states to ensure and improve quality in Medicaid HCBS waiver programs.

II. POLICY

Lakeshore Regional Entity (LRE) shall administer the 1915(i)SPA program in accordance with the MDHHS Medicaid Specialty Supports and Services Contract, MDHHS Policy Bulletin (MMP) 22-36, and the Michigan Medicaid Provider Manual.

It shall be the policy of the LRE to ensure that individuals served are afforded the same choices and opportunities to exercise autonomy, independence and to have full access to the benefits of community living and receive services in the most integrated setting appropriate.

LRE will ensure that member CMHSP's and their Network Providers contracting for Residential and Non-Residential Home and Community Based Services are compliant with the Federal Home and Community Based Services Rule (42 CFR Parts 430, 431, 435, 436, 440, 441 and 447).

III. APPLICABILITY AND RESPONSIBILITY

This policy applies to Member CMHSP and Entity Providers who render Residential and Non-Residential services through the Habilitation Supports Waiver (HSW) and the 1915i SPA

IV. MONITORING AND REVIEW

This policy will be reviewed by the CEO and designee on an annual basis.

V. DEFINITIONS

CMHSP: Community Mental Health Services Program

CMS: Centers for Medicare and Medicaid Services

Eligibility: The 1915(i) State Plan HCBS benefit is available to individual beneficiaries with a serious emotional disturbance, serious mental illness and/or intellectual/developmental disability who are currently residing in a HCBS setting and meet the needs-based criteria as follows:

1. Have a substantial functional limitation in one or more of the following areas of major life activity:
 - (a) Self-care
 - (b) Communication
 - (c) Learning
 - (d) Mobility
 - (e) Self-direction
 - (f) Capacity for independent living
 - (g) Economic self-sufficiency; and
2. Without 1915(i) services, a beneficiary is at risk of not increasing or maintaining a sufficient level of functioning in order to achieve their individual goals of independence, recovery, productivity, and/or community inclusion and participation.

Beginning 10/1/2023, all cases must be approved in the WSA prior to beginning services. The case start date will be the date that MDHHS approves the case in the WSA.

If a case submitted after 10/1/23, the “begin date” for that 1915(i)SPA case will be the date that MDHHS approves the case in the WSA. Any 1915(i)SPA services that were provided from 10/1/23 to the date that MDHHS approved them in the WSA, are not billable services as they were not enrolled in the 1915(i)SPA during that timeframe.

HCBS: Home and Community Based Services

IPOS: Individual Plan of Service

New Provider: A network provider who does not have a contractual agreement to provide services to Region 3 prior to October 1, 2017.

VI. REFERENCES AND SUPPORTING DOCUMENTS

- Federal Home and Community Based Services Rule (42 CFR Parts 430, 431, 435, 436, 440, 441 and 447.
- 42 CFR §441.530
- 42 CFR §441.710
- Michigan Department of Health and Human Services Medicaid Provider Manual- Home and Community Based Services Chapter
- Michigan Department of Health and Human Services- Home and Community Based Services Statewide Transition Plan
- MDHHS/PIHP Master Contract

VII. RELATED POLICIES AND PROCEDURES

- MDHHS Policy Bulletin (MMP) 22-36
- MDHHS/PIHP Master Contract
- Michigan Medicaid Provider Manual
- LRE Procedure # 13.10A 1915(i)SPA State Plan Home and Community Based Services Administration Procedure
- Procedure 13.10a HCBS Administration
- Procedure 13.10b HCBS Compliance Monitoring

VIII. CHANGE LOG

Date of Change	Description of Change	Responsible Party
9/1/2023	NEW POLICY	COO
2/1/2025	Language updated to more closely align with HCBS requirements	COO and HCBS Manager