## Title IV-E Agency Placement Contracting and Contract Monitoring

September 1, 2021



#### **Presenters:**

#### Office of Families and Children

Deanna Robb IV-E Policy Developer

Chris Fendt SACWIS Business Analyst

Stephanie Stevenson SACWIS Business Analyst

## Office of Fiscal and Monitoring Services Bureau of Monitoring and Consulting Services

Levi Hill Audit Manager for Western Ohio

Lisa White Audit Manager for Northeast Ohio



#### **AGENDA**

- ➤ OAC rule 5101:2-47-23.1 "Title IV-E Agency Contracting and Contract Monitoring."
- ➤ QRTP changes to the "Agreement for Title IV-E Agencies and Providers for the Provision of Child Placement," including:
  - Title IV-E Schedule A Rate Information
  - QRTP Aftercare Support

Jon <mark>Hus</mark>ted, Lt. <mark>G</mark>ove<mark>rn</mark>or Matt Damschroder, Director

#### **AGENDA**

- ➤ OAC rule 5101:2-33-27 "Title IV-E Agency Contract and Contract monitoring for non-placement services."
- ➤ "Agreement for Title IV-E Agencies for the Provision of Non-Placement Services."
- "Title IV-E Schedule B Rate Information."

#### **AGENDA**

- Monitoring the rule compliance with the "Agreement" and the "Schedule A"
- Issues with the per diem/invoicing
- Miscellaneous Foster care



## OAC 5101:2-47-23.1 "Title IV-E Agency Contracting and Contract Monitoring."

- ➤ Use the statewide "<u>Agreement</u> for Title IV-E Agencies and Providers for the Provision of Child Placement."
- ➤ Complete the "Title IV-E Schedule A" in SACWIS with the negotiated per diem rates for all levels of care.
- ➤ Any changes to the "Agreement" or "Schedule A" require an addendum and signature by all parties.
- Invoicing procedures are outlined in the rule and in the "Agreement."



## "The Agreement for Title IV-E Agencies and Providers for the Provision of Child Placement."

- ➤ November, 2020 Workgroup was convened with members from IV-E Agencies, Providers, PCSAO, Ohio Children's Alliance and ODJFS.
- QRTP changes to the "Agreement."
- >QRTP aftercare support and aftercare services.
- ➤ "Agreement for Title IV-E Agencies for the Provision of Non-Placement Services."
- "Title IV-E Schedule B rate information."

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#### **CHANGES TO THE "AGREEMENT"**

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#### Article IV. DEFINITIONS GOVERNING THIS AGREEMENT

E. Aftercare Support, as defined, in rule 5101:2-1-01 the Administrative Code, is case management activities performed with or on behalf of a child/family, by the Qualified Residential Treatment Program (QRTP) as part of the required discharge plan developed by the permanency team for a minimum of six months from discharge.



#### **Aftercare Support**

Such activities are to include but are not limited to the following:

- Minimum of monthly contact with child and family
- Linkage to community services.
- Follow up with community service.
- Documentation of the monthly contacts in the Residential Treatment Information System (RTIS).

When serving multiple children in the same family, the cost for non-Medicaid Aftercare Supports may be billed for only one child at the same time.

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#### **Article V. PROVIDER RESPONSIBILITIES**

C. Provider agrees to deliver aftercare support as described in Article IV.

#### Article VI. AGENCY RESPONSIBILITIES

C. The Agency agrees to participate in the development of the treatment plan of each child placed with the Provider.



Matt Damschroder, Director

#### Article VII. INVOICING FOR PLACEMENT

B. If Provider is an enrolled provider of Medicaid, Provider shall seek reimbursement for aftercare support provided to children through Medicaid, if a child is an open client with the QRTP the following services or activities may be billed to Medicaid as medically necessary. Aftercare support provided that is not available for Medicaid reimbursement shall be billed to the Agency.



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#### Article VII. INVOICING FOR PLACEMENT

B. If Provider is not enrolled as a Medicaid provider, reimbursement for aftercare support provided shall be billed to the Agency. Aftercare support provided to children who are not enrolled on Medicaid shall be invoiced to the Agency less any private insurance / third-party payor reimbursement obtained by Provider.

#### **Article VII. INVOICING FOR PLACEMENT**

B. Rates for aftercare support billed to the Agency shall be consistent with the prevailing Medicaid rate for Community Psychiatric Supportive Treatment (CPST) at the most recent version of which may be found at: Manuals and Rates (ohio.gov). If the parties agree to not use the Medicaid rates, an "Agreement for Title IV-E Agencies for the Provision of Non-Placement Services" will need to be created, and the negotiated rates will be displayed on the Schedule B.



Jon Husted, Lt. Governor Matt Damschroder, Director

#### **Article XXII. SCREENING AND SELECTION**

- A. Criminal Records Check
- 1. Added "Bureau of Criminal Investigation (BCI)" from (BCII).
- 2. Provider shall not assign any individual to work with or transport children until a BCI report and a criminal record transcript has been obtained.

(HB 110)



#### Article XXII. SCREENING AND SELECTION

- 3. Except as provided in Section C below, Provider shall not utilize an employee, foster caregiver or all of the above who has been convicted or plead guilty to any violations contained in ORC 5153.111(B)(1), 2919.24 and 2151.86, and OAC Chapters 5101:2-5, 5101:2-7, 5101:2-9 and 5101:2-48.
- 4. Provider agrees to be financially responsible for any of the following requirements in OAC Chapters 5101:2-5, 5101:2-7, 5101:2-9 and 5101:2-48 as applicable, resulting in financial penalty due to lack of compliance with the criminal records checks



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#### Title IV-E Schedule A Rate Information

Title IV-E Schedule A Rate Information

Agency:

Run Date: 03/02/2021 Provider / ID :

Contract Period: 04/01/2021 - 03/31/2022

Service Description	Service	Person	Person ID	Maintenance Per Diem	Administration Per Diem	Case Management Per Diem	Transportation / Administration Per Diem	Transporation / Maintenance Per Diem	Other Direct Services Per Diem	Behavioral Healthcare Per Diem	Other Per Diem Cost	Total Per Diem	Cost Begin Date	Cost End Date
Level 1 - Family Foster Care (30389)- FFH				\$28.19	\$25.00							\$53.19	04/01/2021	03/31/2022
Level 2 - Treatment Foster Care (30390)- SN	51178			\$41.63	\$37.00							\$78.63	04/01/2021	03/31/2022
Level 3 - Treatment Foster Care (30391)- SN	6439665			\$53.15	\$47.00							\$100.15	04/01/2021	03/31/2022
Level 4 - Treatment Foster Care (30413) SN	6261663			\$75.67	\$67.00							\$142.67	04/01/2021	03/31/2022
Level 5 - Intensive (30422)- EN	6989663			\$108.39	\$95.00							\$203.39	04/01/2021	03/31/2022

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## OAC 5101:2-33-27 "Title IV-E Agency Contracting and Contract Monitoring for Non-Placement Services"

- (A) Each Title IV-E agency, as defined in rule 5101:2-1-01 of the Administrative Code, is to use the statewide "Agreement for Title IV-E Agencies for the Provision of Non-placement Services," hereinafter referred to as the "Non-placement Agreement," in the statewide automated child welfare system (SACWIS) when:
  - (1) Contracting for aftercare support from a qualified residential treatment program (QRTP) is negotiated at a different rate than the non-Medicaid rate for non-eligible children.
  - (2) Contracting for aftercare services by a QRTP.
  - (3) The IV-E agency chooses to use the "Non-placement Agreement" for any non-placement service contract.



## OAC 5101:2-33-27 "Title IV-E Agency Contracting and Contract Monitoring for Non-Placement Services."

- (B) Each Title IV-E agency is to enter all information on the "Non-placement Agreement," including the "Title IV-E Schedule B Rate Information (schedule B)" into SACWIS.
- (C) Each Title IV-E agency is to print the completed "Non-placement Agreement" and the "Schedule B" from SACWIS in order to obtain signatures for the contract between the Title IV-E Agency and the provider.

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## OAC 5101:2-33-27 "Title IV-E Agency Contracting and Contract Monitoring for Non-Placement Services."

- (D) The negotiated and agreed upon rate for the QRTP aftercare support is to be specified for all non-placement services in SACWIS on the "Schedule B" and shall be attached to the "Agreement." The rates listed on the "Schedule B" are to be for all children or may be child specific.
- (E) The negotiated and agreed upon for the non-placement service is to be specified for all non-placement services in SACWIS on the "Schedule B" and shall be attached to the "Non-placement Agreement." The rates listed on the "Schedule B" are to be for all children or may be child specific.



## OAC 5101:2-33-27 "Title IV-E Agency Contracting and Contract Monitoring for Non-Placement Services."

- (F) Any changes to the "Non-placement Agreement," including the "Schedule B" are to include an addendum to be entered into SACWIS. The addendum is to be signed by all parties and attached to the "Non-placement Agreement," or the "Agreement."
- (G) Invoicing procedures.
- (H) Title IV-E agency is to establish a written monitoring procedure.



#### "Non-Placement Agreement"

- > Articles are same as in the "Agreement."
- ➤ Aftercare Support and Aftercare Services are defined in rule 5101:2-1-01 of the Administrative Code.
- ➤ Invoicing and payment for services depends on if the service is covered by insurance (Medicaid/Third party) and the child's:
  - Medicaid eligibility
  - Third party insurance coverage
  - IV-E Agency paid



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#### Schedule B Non-Placement Service Rates

This schedule is to capture any non-placement services and rates agreed to by the Agency and a Provider. These non-placement services may include Aftercare Support, when the Agency and Provider have negotiated a rate different from the "Agreement for Title IV-E Agencies and Providers for the Provision of Child Placement" Medicaid rate, Aftercare Services, and any other non-placement services, as identified below.

Services for clients eligible for Medicaid are to be billed directly to Medicaid. Clients not eligible for Medicaid, but who receive Medicaid eligible services are to be invoiced to the Agency at the Medicaid applicable rate. Should client require Medicaid services other than those listed below, Provider will provide documentation of and bill the appropriate Medicaid rate. Medicaid Reimbursable services must be billed at current Medicaid rates. The most up to date rates can be found in the Ohio Department of Medicaid's Behavioral Health Services Provider Requirements and Reimbursement Manual, the most recent version of which may be found at: Manuals and Rates (ohio.gov)

Fees eligible for reimbursement by Medicaid or third-party payor shall not be billed to the Agency. Provider will accept Medicaid or third-party payor reimbursement as full payment for eligible services on behalf of an eligible child.

Ref #	Service Description	Service ID	Unit Type	Unit Cost (Medicaid rate for Non-Medicaid Clients	Cost Description	Person	Person ID	Cost Begin	Cost End
1									
2									
3									
4									
5									
6									



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### Agency Contracts – Current

	Home	Intake		Case		Provider	•	Financial	Adm	inistration
Wo	rkload Pro	ovider Search	Provid	er Match	Recruitment	Inquiry	Training	Contracts	Agency (	Certifications
Contr	racts Filter Criteri	ia								
Agency Provide	er:	Ohio County J	ob and Fai	mily Services	•		Status: Contract Type:		Active	·
	ct Begin: ct End:					(	Contract Numl	per:		
Filter	Clear Form									
Contr	racts									
Result(s)	1 to 39 of 39 / Page 1	l of 1								
		Provider		Contract Type	Contract ID	Contract Number	Status	Contract Begin	Contract End	
edit copy	A Great Pro	<u>vider</u>		Placement	19236412		Active	04/01/2021	03/31/2023	contract services
edit copy	A Better Pro	ovider		Non- Placement	19269162		Active	07/01/2021	07/31/2023	contract services



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Agency Contracts – Contract Search Tab

	Home		Intake	Case		F	Provider	Financi	al	Administratio
Worklo	oad Provider	Search	Provider Match	Recruitment	Inquiry	Training	Contracts	Agency Certif	fications	KCCP Pre-Screen
		C	ontracts					Contract Docu	iments	
Contra	cts Filter Crite	ria								
Agency: Ohio Cou	inty Job and Fam	ily Services				Status:				•
Provider	:			•		Contract T	ype:			•
Provider	ID:					Contract N	lumber:			
	Begin Date:	Clear	Form			Contract E	nd Date:			
Contrac	cts									
Result(s)	1 to X of 128 / Pa		Contract Type	e Contract ID		ntract mber	Status	Begin Date	End Da	ate
edit service	A Great Provider	<b>—</b>	Placement	99999999	1234		Pending	07/01/2021	6/30/2022	
edit service	A Great Provider		Placement	8888888	1234		Active	07/01/2019	06/30/2021	

- ScreenStandardized
- Provider Name links to the Provider Overview
- Report icon to the right of the record
- contract services link moved to the left of the record, now called services



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Agency Contracts – Document Search Tab

	Home	Intake	Case	;	P	rovider	Fil	nancial	Administr	ration
Worki	oad Provider	Search Provider	Match Recruitment	Inquiry	Training	Contrac	ets Agency	Certifications	KCCP Pre-Sc	reening
		Contracts					Contract	Documents		
Contra	ct Document F	ilter Criteria								
Agency:	unty Job and Fam	ily Services			Document 1	уре:			•	
Provide	:		•	7 [	Contract Ty	pe:			~	
Provide	· ID:				Contract Nu	ımber:				
Contract	Begin Date:			(	Contract En	d Date:				
I	Filter	Clear Form	]							
Contra	ct Documents									
Result(s)	1 to X of 128 / Pag	e 1 of Z								
	Provider	Contract Type	Contract Begin and End Dates	Statu	ıs	Document Date	Document Type	Document Name		
view	<providername <br="">00000000</providername>	<contract type=""></contract>	MM/DD/YYYY - MM/DD/YYYY	<status></status>	M	M/DD/YYYY	<document Type&gt;</document 	<document Name&gt;</document 	document.pdf	â
view	<providername 00000000<="" td=""><td><contract type=""></contract></td><td>MM/DD/YYYY - MM/DD/YYYY</td><td><status></status></td><td>M</td><td>M/DD/YYYY</td><td><document Type&gt;</document </td><td><document Name&gt;</document </td><td>document pdf</td><td>â</td></providername>	<contract type=""></contract>	MM/DD/YYYY - MM/DD/YYYY	<status></status>	M	M/DD/YYYY	<document Type&gt;</document 	<document Name&gt;</document 	document pdf	â

- Future
   Enhancement
   scheduled for
   January 2022
- Searches all documents that have been uploaded regardless of associated contract



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#### Provider Contracts – NO CHANGES

Home	Intake	Case	Provider	Financial	Administration
Workload	Search Provider Match	Recruitment Inquiry	Training Contracts	Agency Certifications	CCCP Pre-Screening Tool
<b>&lt;&gt;</b>					
Provider Overview  Activity Log	PROVIDER NAME / ID: A Gre	at Provider / 9999999	CATE	GORY: Agency Contract	
Forms/Notices Contracts	Contracts Filter Criteria				
Service Credentials Prevention Services Approval	Agency: Contract Begin:	Ohio County Job and Family Services	Status:	Active Active	<u> </u>
Placements/Services Intake Reports	Contract End:		Contrac	t Number:	

Easier access from the Agency Contracts screen using the Provider Name link

S	Filter	Clear Form						
	Contrac	ets						
F	Result(s)	1 to 2 of 2 / Page 1 of 1						
		Agency	Contract Type	Contract Number	Status	Contract Begin	Contract End	
	edit copy	A Great Provider	Placement		Active	04/01/2021	03/31/2023	contract services
	edit copy	A Great Provider	Non-Placement		Active	06/01/2020	05/31/2022	contract services
	Add C	ontract						

## Provider vs. Agency What's the difference?

#### **Agency Contracts**

- Search all contracts for your Agency
- Search uploaded documents for any or all Contracts
- Can NOT create a new contract for a Provider from this screen

#### **Provider Contracts**

- Search all contracts for a specific Provider regardless of Agency
- Can create a new contract for the Provider from this screen screen to search with screen why would! Want to search with would! Want to search with screen why provider's contract with for a ferent agency? Negotiations a different agency?



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# Contract Details – Current

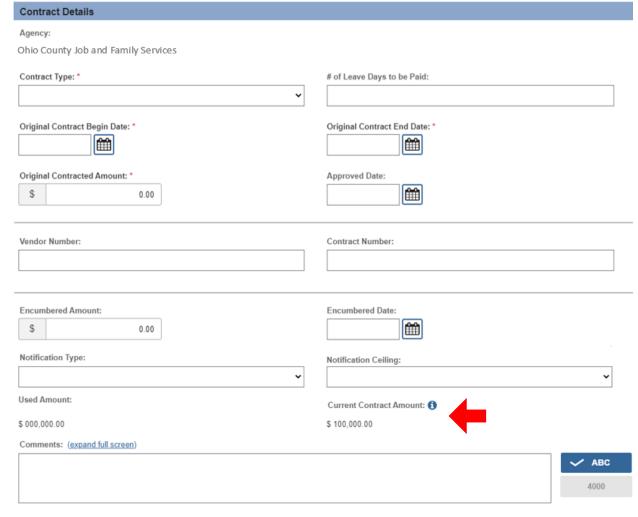
Contract Details							
Agency:	Ohio County Job and Family Services						
Vendor Number:			# of leave d	ays to be paid:	5		
Contract Type: *	Placement		Contract Nu	ımber:			
Original Contract Begin Date: *	04/01/2021		Original Co Date: *	ntract End	03/31/2023		
Original Contracted Amount: *	1000000.00		Approved D	Date:			
Encumbered Amount:			Encumbere	d Date:			
Notification Type:	~		Used Amou	int:	60524.52		
Notification Ceiling:	~		Status: *		Active 🔻		
Comments:							
Link Activities	Spell Check Clear 250						
Start Date/ Activity State	Contact Type	Сатедогу	Sub-Catego	гу	Responsible Worl	ker	Created By
Link Activity							
Amendments							
Amendment #	Amendment Reason	Article	Begin	End	Amount	Approval Da	te Created In error
view 1	Other	Article I	04/01/2021	03/31/2023	\$0.00		
Add Amendment							
Apply Save Cancel							

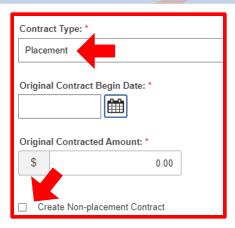


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#### Contract Details – New





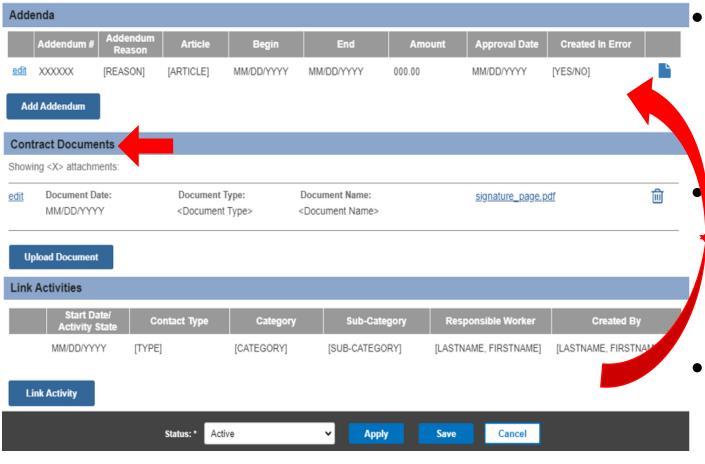
- Rearranged fields for improved flow
- Added Current Contract amount
- Auto create a Non-Placement Contract



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#### Contract Details – New cont.



Moved sections for improved flow

Updated
Amendments
Section to
Addenda

Added Document Upload



## Contract Details – Highlights

- Required fields
  - Original Contract Begin/End Dates & Original Contracted Amount
- Entering the # of Leave Days allows the system to automatically calculate payment when a leave is entered
- Set a notification to send to Agency Staff with the Contract Administrator role using the Notification Type/Notification Ceiling fields
  - Notification Types are Contract Amount or Encumbered Amount
  - Notification Ceiling is the percentage of the Amount chosen
- Used Amount is the total of Payment Requests created from associated Service Authorizations

## Contract Details – Highlights cont.

- Current Contract Amount is the Original Contract Amount plus any 'Amount' or 'Date and Amount' Addenda
- When creating a contract for a licensed provider use the Provider whose Category is 'Agency Contract'
- Addenda's are created per Article to add additional clarifying language or change the contract length
- Upload Documents and Link Activities allows for a centralized location for all items related to the contract Examples:
  - Viewing signed contracts
  - Documenting Contract Reviews



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#### Addendum – Current

Contract Amendment Details					
Contract Number:					
Amendment Number:	2	Amendment Reason: *	Amount	Amendment Approval Date:	
Original Contract Begin Date:	07/01/2020	Amendment Begin Date: *			
Article Number:	Article I:Scope of Placement Service	es 🔻			
Original Contract End Date:	06/30/2022	Amendment End Date: *	N/A	Latest Effective Date:	07/01/2020
Original Contract Amount:	\$700,000.00	Amendment Amount: *		Current End Date:	06/30/2022
		Amended Contract Amount:		Current Contract Amount: 0	\$700,000.00
Amendment Reason:(expand full	screen)				
					10
✓ ABC 10000					

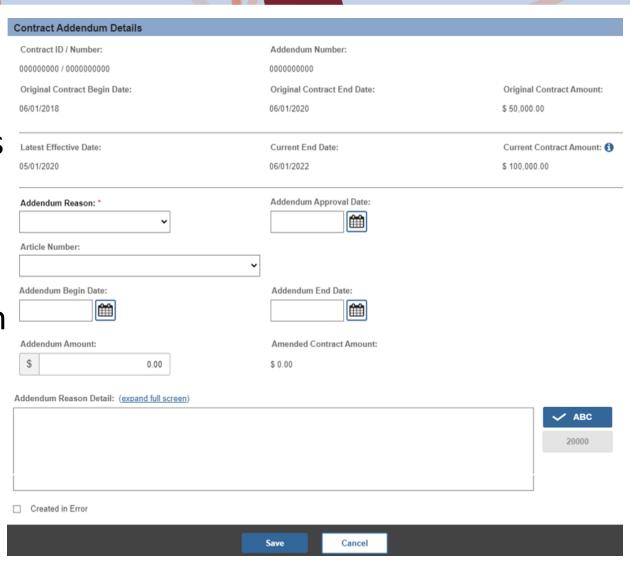


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#### Addendum

- New
- Rearranged fields for improved flow
- Updated terminology from Amendment/ Amendments to Addendum/ Addenda



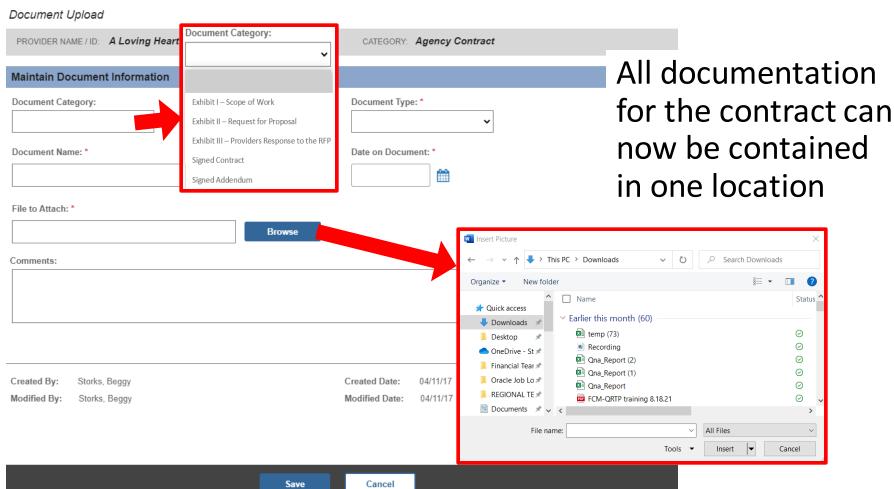
## Addendum – Highlights

- Fields are conditionally required depending on Reason Selected
  - Date requires Addendum Begin Date
  - Amount requires Addendum Amount
  - Article requires Article Number
     NOTE: this is now blank when creating an Addendum
  - Other requires Addendum Reason Detail
- Addendum Reason Detail has been increased from 10,000 characters to 20,000 characters.
- Ability to format the text within the Addendum Reason
   Detail textbox is being planned for a release coming soon.



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#### Upload Documents – New Functionality



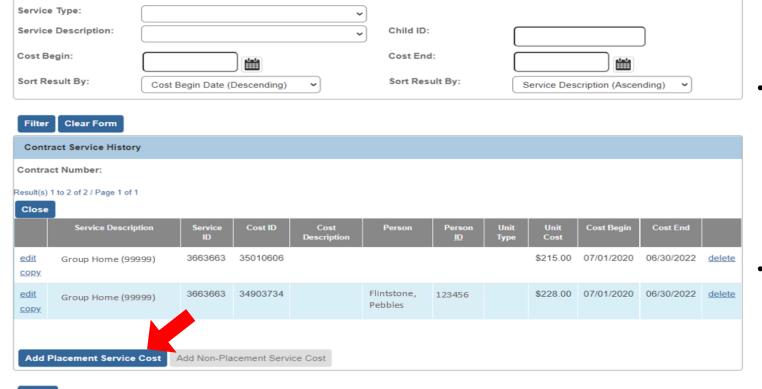


Contract Service History Filter Criteria

#### Department of Job and Family Services

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#### Contract Services List – NO CHANGES



Accessed from the List screens

Agency Contract – to the left of the results



Provider Contract to the right of the results



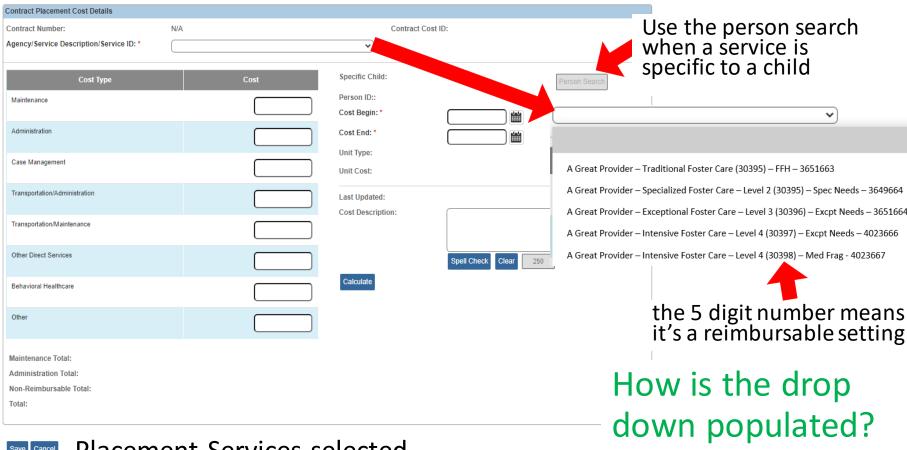
Displays all services that have been selected for the Provider



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#### Contract Placement Cost Details – NO CHANGES



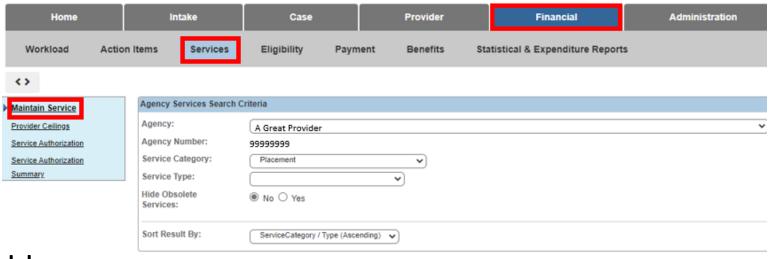


Placement Services selected here populate the Schedule A



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#### Agency/Service Description/Service ID Dropdown



Entered by ODJFS





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#### Agency/Service Description/Service ID Dropdown



Reimbursable services are viewable through Provider Ceilings

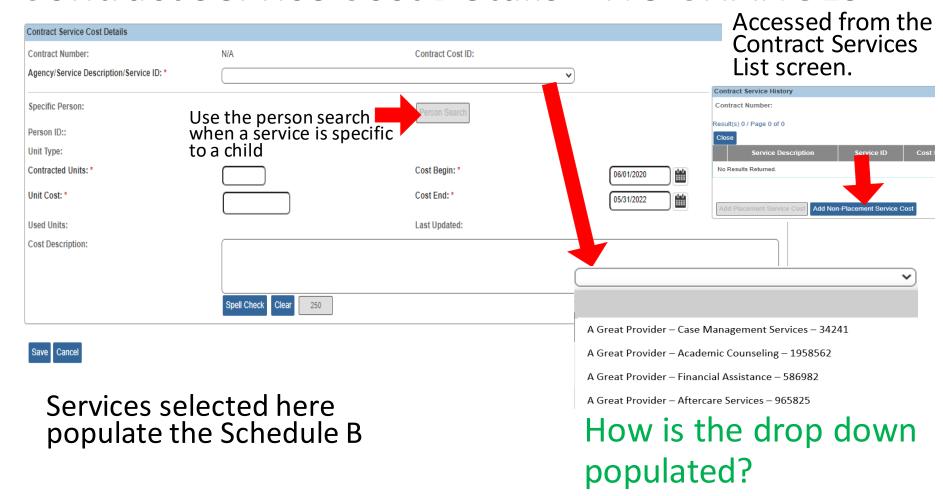
Provid	ler Reimburs	ement Ceilings Searc	h Results				
Service	ID:	3651663	Service State	us:	Active		
Service Catego		Family Foster Home	Current Unit	of Measure:	N/A		
Result(s)	1 to 9 of 9 / Page	e 1 of 1					
Result(s)	1 to 9 of 9 / Page Begin Date	e 1 of 1  End Date	Maintenance Ceiling	Admininstration	ı Ceiling	Cost	Created In Erro
Result(s)			Maintenance Ceiling \$200.00	Admininstration	) Ceiling \$32.00	Cost \$71.47	



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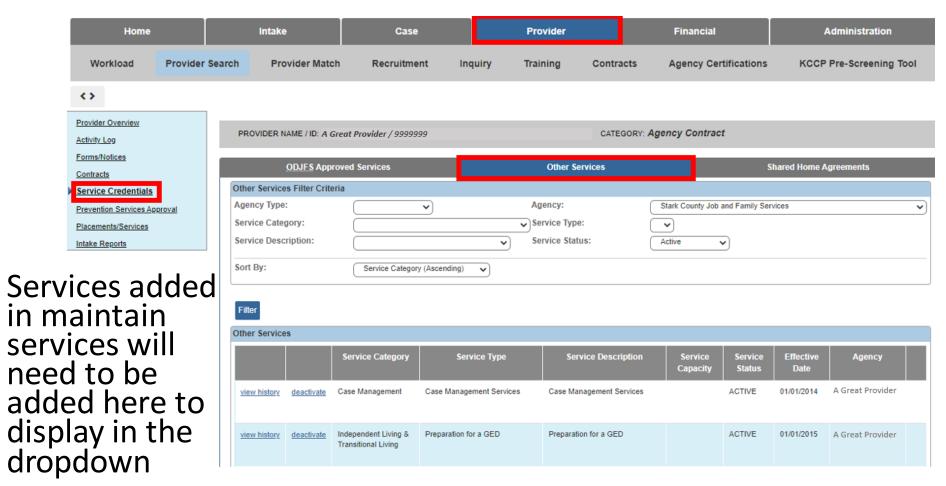
#### Contract Service Cost Details – NO CHANGES





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#### Agency/Service Description/Service ID Dropdown



#### Report Updates

- Ability to add up to 5 additional signatures from the report screen
- Added current signatures (from Master Contract) and new signature functionality when a singular addendum is printed
- When printing a contract with the type of Non-Placement the new Non-Placement Contract and the Schedule B will print

# We will take a 10 minute break.



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