

## FRIENDLY RE- MINDERS

- **TC/CM Monthly Conference Call:** Last Tuesday of every month from 10 am–11 am. Next call: March 26th, 2013
- **PPL Webex trainings:** Every 3rd Friday of each month from 10–1 pm. To sign up, contact PPL MFP customer service at 1-866-529-7550, or via email at [vamfpplfax@pcgus.com](mailto:vamfpplfax@pcgus.com)

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## New Year, New MFP Staff!

Happy New Year and Happy February!

The MFP team has started the year off with the addition of a new DMAS employee: [Sim Wimbush](#).

Sim joins the MFP team as the new Community Integration Resource Specialist. In this position, Sim will serve as a statewide resource for outreach, marketing, and resource development for MFP, in addition to providing technical assistance on community resource identification for transition coordination and case management agencies.

Sim has several years of professional experience in conducting community based advocacy, providing case management and developing interdisciplinary partnerships.

Sim looks forward to a productive year with MFP for 2013!



## Changes to Fiscal/Employer Agent (PPL) Transition Services Reimbursement Effective January 1, 2013

Public Partnerships, LLC (PPL) recently concluded a series of regional MFP trainings around Virginia. These trainings highlighted the changes that correspond with the guidelines stated in the **December 21st, 2012 Medicaid Memo** to the PPL transition services reimbursement process and web portal.

The following changes became effective as of **January 1st, 2013:**

1. **Mandatory Direct Deposit:** All Provider Agencies

MUST sign up for Direct Deposit (EFT) to receive reimbursement for goods and transition services to be reimbursed by PPL.

2. **Loading Receipts/Other Documentation:** All MFP and Transition Service Provider agencies are required to upload or fax all receipts for purchases into the MFP portal.
3. **New Reimbursement Portal:** All Transition Service Providers will be required to use the new MFP/transition services reimbursement portal to receive payment for goods and services provided.

If you have not yet requested a

new password for the web portal, or have additional questions regarding the changes to PPL's reimbursement process, please contact PPL Customer Service at 1-866-529-7550 or by email at [vamfpplfax@pcgus.com](mailto:vamfpplfax@pcgus.com).

To review the Medicaid Memo previously referenced, click on the blue link at the beginning of this article, select **2012** in the drop down menu, click submit, and look for the memo entitled "**Notification of Enhancements to the Reimbursement Process of Transition Services**".

# MFP Statistical Highlights: 2008—2012

The conclusion of 2012 was also the end of another year of operation of the MFP Demonstration in Virginia. While there is still much to be done in helping more qualified individuals to become reintegrated into the community, this article will highlight the progress that has been made since the demonstration’s inception in 2008.

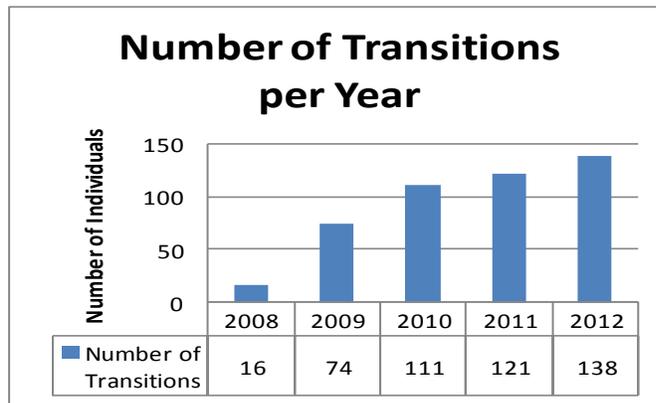
## Enrollment and Transition Numbers (2008-2012)

Cumulatively from 2008 through December 31, 2012:

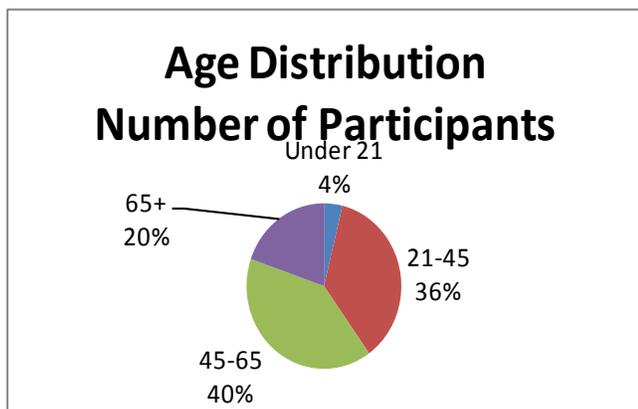
- **613** individuals were authorized for service
- **460** individuals transitioned using MFP
- **138** transitions occurred between January and December 2012

Of the **460** total individuals who transitioned through MFP:

- **284** transitioned with the **MR/ID waiver**
- **165** transitioned with the **EDCD waiver**
- **5** transitioned with the **DD waiver**
- **3** transitioned with the **Tech waiver**
- **2** transitioned with **PACE**
- **1** transitioned with the **AIDS waiver**

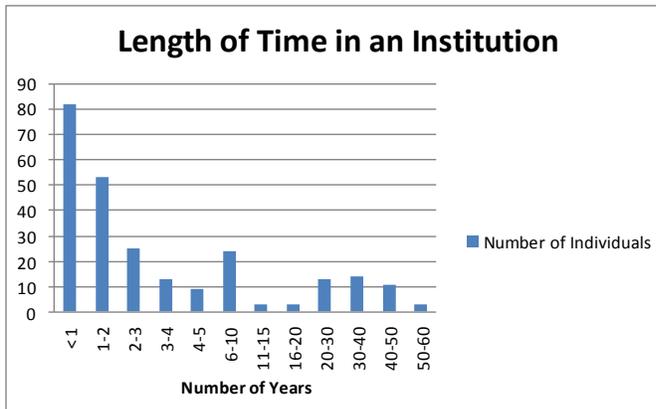


## Age Distribution of MFP Participants (2008—2012)



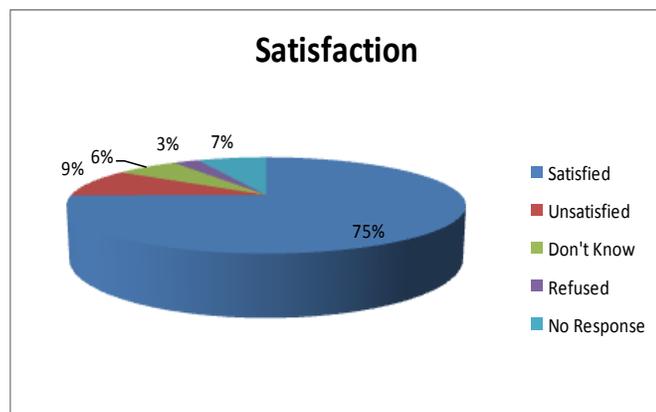
- The **youngest** MFP participant was **6** years old
- The **oldest** MFP participant was **96** years old

## Length of Time in Institutions Prior to Discharge



## MFP Participant Quality of Life Follow-up Highlights

The MFP team has been conducting Quality of Life (QOL) follow up visits with MFP participants throughout the state. From August to December 2012, [Denisha “Nikki” Potts](#), MFP QOL Specialist, and additional MFP staff completed a total of **100** QOL follow up visits and surveys.



Of the total MFP participants who have had QOL follow up visits and completed surveys, the accompanying chart illustrates participant satisfaction.

Overall, the participants are exceedingly content, appreciative, and satisfied with the benefits gained as a result of participating in the MFP program.

Denisha and the rest of the MFP team would like to send a big **“THANK YOU”** to all the case managers and transition coordinators who work diligently to make MFP participant transitions such a successful reality in the state of Virginia!

For **additional MFP statistics**, please contact [Ramona Schaeffer](#), MFP Program Coordinator, or call **804-225-3007**.

## What is a MFP Qualified Community Residence?

The following guidelines that identify what does and does not qualify as a community residence are intended to help clarify the types of residences in which MFP participants can reside during the MFP Demonstration. As outlined by CMS (**CMS MFP Policy Guidance: Housing, February 25, 2008**), the three categories of qualified residences discussed in this article are mutually exclusive. While the guidelines in this article do not provide an exhaustive list of all types of living situations, they are useful in helping to identify distinctions between components that must be present in a **qualified** residence and components that would **disqualify** a residence from consideration for MFP.

In order to address the need for housing for MFP participants, these guidelines are intended to support and allow flexibility for a variety of living situations, including supportive housing arrangements.

In following the mission and goals of MFP, all residences should honor personal choice and foster opportunities for independence and community integration for MFP participants. With these factors in mind, CMS states that for MFP, a **qualified residence** is:

- ◆ **A home owned or leased by the individual or the individual's family member; the lease/deed must be held by the individual or the individual's family member.** If leased, the lease must be the MFP participant or a family representative. Leases are defined as, "Contracts renting property to another for a specified period of time in consideration of rent." If an MFP participant would like to share the home they own or lease with other private individuals, including other MFP participants, they may either:

- *Sublet or rent their home with a lease granting the other individual(s) exclusive possession to the space being leased or sublet; or*
- *Enter into a co-ownership or co-leasing arrangement with the other individual(s).*

In either of these circumstances, **all parties** must retain independent and equal legal rights to the enforcement of the lease and/or ownership responsibilities and, if the other parties are MFP participants, those individuals retain responsibilities for meeting the qualified residence requirements.

- ◆ **An apartment with an individual lease, with lockable access and egress to the unit and not just the building, and which includes living, sleeping, bathing, and cooking areas over which the individual or the individual's family has domain and control.** The dwelling must have a lease that is considered a legal document by all parties signing or referenced in the lease. The lease must be signed by someone other than the individual or the individual's family representative. The lease must **not** name anyone other than the MFP participant or a family representative as having domain and control over living, sleeping, bathing, and cooking areas of the dwelling. The building must give access to the community. **For example:** In order to assure security, safety, or privacy, many apartment complexes have gates, multiple doors, or security guard checkpoints leading to an exit on the street outside of the complex. Each tenant or their family representative must be provided a key, identification card, or keypunch number to easily get in or out of the complex or facility 24 hours a day. The apartment in which the MFP participant resides must comport with federal fair housing guidelines.
- ◆ To be a qualified residence under MFP, leases should not:
  - *Include rules and/or regulations from a service agency as conditions of tenancy or include a requirement to receive services from a specific company;*
  - *Require notification of periods of absence, e.g. a person who is absent from a facility for more than 15 consecutive days, or discuss transfer to a nursing facility or hospital;*

- *Include provisions for being admitted, discharged, or transferred out of or into a facility;*
- *Or reserve the right to assign apartments and change apartment assignments.*

- ◆ **A residence may be owned and operated by a person or organization other than the individual.** A residence in which no more than four (4) unrelated individuals reside and that is part of a larger congregate care setting (campus) separated from typical community dwellings would **not** be considered a qualified residence. Caregivers, such as personal attendants, are **not** counted in the four maximum unrelated individuals.

For additional questions regarding Qualified Community Residences, please contact [Ramona.Schaeffer@dmas.virginia.gov](mailto:Ramona.Schaeffer@dmas.virginia.gov), or call **804-225-3007**. If you would like an electronic copy of **CMS MFP Policy Guidance: Housing, February 25, 2008**, also contact Ramona.





## Virginia Department of Medical Assistance Services

600 East Broad Street, Suite 1300  
Richmond, Virginia 23219

Phone: 804-225-3007

Fax: 804-612-0050

E-mail:

[ramona.schaeffer@dmass.virginia.gov](mailto:ramona.schaeffer@dmass.virginia.gov)

**Our mission at DMAS is to provide a system of high quality and cost effective health care services to qualifying Virginians and their families.**

**The Money Follows the Person (MFP) Demonstration Program is a federal initiative to assist individuals to move from an institution to a community-based setting. MFP is funded through a federal opportunity to further develop community integration strategies, systems, and infrastructure with long-term support needs.**

## Transition Coordinator and Case Manager Feedback Wanted!

As the MFP Demonstration Project continues to progress in Virginia, there is a continued need statewide for the services rendered by Transition Coordinators and Case Managers.

The MFP Team at DMAS is seeking to solicit feedback from all current Virginia Transition Coordinators and Case Managers for the following initiatives:

- As part of general revisions to available MFP resources and materials, the MFP team is working on creating a MFP webpage on the DMAS website. The webpage will be constructed in a user-friendly manner that will allow for individuals interested in MFP, current

MFP participants, as well as



**You Help Put the Pieces Together!**

providers to access up to date information, resources and materials directly through the DMAS MFP page. If you have any suggestions or comments on what you would like to see on the MFP webpage, please contact Sim Wimbush by email at [sim.wimbush@dmass.virginia.gov](mailto:sim.wimbush@dmass.virginia.gov) or call **804-225-2338**.

- DMAS will be issuing a brief online survey to current Transition Coordinators and Case Managers to assess for knowledge gaps regarding community integration. The feedback obtained from this survey will assist in the creation of more targeted technical assistance trainings related to transition coordination, transition services and community resource identification. The online survey will be active starting in **March 2013**.

Suggestions for topics in the **Spring 2013** issue of *Helpful Hints*? Send your thoughts by email to [sim.wimbush@dmass.virginia.gov](mailto:sim.wimbush@dmass.virginia.gov) or call **804-225-2338**!