

Accounting Updates

Vendor Advisory Committee Meeting

January 10, 2023

Updates on the Following:

- End of Alternative Nonresidential Services
- DDS Directive on Remote Services for Day Programs and Independent Living Services
- DDS Directive on Transportation Services Monthly Reimbursement Rate
- Rate increases - additional 25% of the difference between the rate calculated by Burns & Associates and the rate as of March 31, 2022
 - Vendors must maintain documentation that majority of the rate increase for fiscal year 2022-23 was used for the purpose of enhancing wages and benefits for staff who spend a minimum of 75 percent of their time providing direct services to consumers.
- Quality Incentive Program Payment
- Minimum Wage Increase Effective January 1, 2023
- Submission of Independent Audits or Independent Reviews
- Submission of Applicant/Vendor Disclosure Statements (Form DS 1891)

Alternative Nonresidential Services

- Alternative Nonresidential Services ended on December 31, 2022.
 - If you haven't already done so, submit a list of persons served who will receive:
 - traditional services, or
 - remote services, and
 - the frequency.
- Submit the list to acazares@rcocdd.com and accounting@rcocdd.com
- If you are providing tailored day services, contact the service coordinator to obtain an authorization.

Remote Services

- On November 23, 2022, the Department of Developmental Services (DDS) issued the Remote Services – Day Programs and Independent Living Services Directive.
- On December 7, 2022, Arturo Cazares provided a webinar addressing the Directive.
- “Providers must notify the regional center of the consumer’s preference and document the amount of remote services each consumer receives on a monthly basis.”

Remote Services (continued)

- Remote services may be billed from January 1, 2023 to December 31, 2023.
- Authorizations for individuals receiving remote services will reflect the subcode RMT.
- Providers must complete and submit the Remote Service Monthly Attendance Sheet with the monthly invoice. The sheet will be available on the eBilling Home Page.
- Vendors may only bill hours or days when services are provided to persons served.
- Remote services are for day programs only, not for transportation and program support services.

Transportation – Monthly Reimbursement

- On January 6, 2023, DDS issued the Transportation Services Monthly Reimbursement Rate Directive.
- Vendors must complete the Certification of Transportation Services Monthly Reimbursement Rate Conditions form and submit it to accounting@rcocdd.com before the monthly rate can be authorized.
- Vendors who have not done so, must also complete Enclosure B Reimbursement for Alternative [Transportation] Services before their monthly rate can be calculated.
- Monthly rates are based on average pre-pandemic rates calculated by DDS, less fuel costs.

DEPARTMENT OF DEVELOPMENTAL SERVICES
CERTIFICATION OF TRANSPORTATION SERVICES
MONTHLY REIMBURSEMENT RATE CONDITIONS

PROVIDERS SHALL COMPLETE AND SUBMIT THIS CERTIFICATION FORM TO THE REGIONAL CENTER PRIOR TO SUBMITTING CLAIMS FOR REIMBURSEMENT USING THE MONTHLY RATE.

Certifications

- Services will be responsive to the needs of individuals served, including service volume and schedules.
- Detailed records will be maintained for transportation provided to each individual.
- Detailed records will be maintained for vehicle capacity for ambulatory and non-ambulatory passengers.
- Documentation of services provided will be maintained as required by California Code of Regulations, Title 17 section 54326(a)(3).
- Quarterly reports will be submitted in accordance with Department instructions.

NAME OF PROVIDER:

VENDOR #:

SIGNED BY:

TITLE:

SIGNATURE:

DATE:

Transportation (continued)

- Monthly Reimbursement Rates may be billed from January 1, 2023 to December 31, 2023.
- Authorizations for individuals receiving monthly reimbursement will reflect the subcodes MR and FUEL.
- Providers must complete and submit the Transportation Services Monthly Reimbursement Attendance Sheet with the monthly invoice. The sheet will be available on the eBilling Home Page.
- Vendors may only bill on days when transportation is provided to persons served.
- Remote services are for day programs only, not for transportation and program support services.

Transportation – Monthly Rates

- Monthly rates are based on average pre-pandemic rates calculated by DDS, less fuel costs.
- Vendors who choose to bill monthly rates, will bill as follows:
 - One-quarter (0.25) unit for 1-6 trips
 - Half (0.50) unit for 7-12 trips
 - Three-quarters (0.75) unit for 13-18 trips
 - One (1.0) unit for 19 or more trips
- Vendors may submit claims for actual fuel expenses.

Transportation – Monthly Rates (continued)

Example:

The vendor's pre-pandemic monthly rate is \$200, less fuel costs.

- \$ 50 - one-quarter (0.25) unit for 1-6 trips
- \$100 - half (0.50) unit for 7-12 trips
- \$150 - three-quarters (0.75) unit for 13-18 trips
- \$200 - one (1.0) unit for 19 or more trips

Fuel expenses will be reimbursed at the pre-pandemic rate of \$0.28 cents per mile.

Note: The median rate for transportation vendors is \$21 per day effective January 1, 2023.

Rate Model Implementation

- Effective January 1, 2023, vendors will receive an additional 25%, which added to the increases effective April 1, 2022, will equal one-half of the difference between rates in effect March 31, 2022, and the fully funded rate model for each provider.
- Vendors will see the new rates on the January invoices generated on January 27, 2023.

Rate Model Implementation (continued)

TBL Section 16: Section 4519.10(c) was amended, changing certain dates the Department must adjust rates and implement fully funded rate models. Beginning January 1, 2023, and continuing through Fiscal Year 2023-24, the Department must adjust rates to equal one-half of the difference between rates in effect March 31, 2022, and the fully funded rate model for each provider, and additional funding must be available for the quality incentive program described in Section 4519.10(e).

The majority of the rate increase for Fiscal Year 2022-23 must be used for the purpose of enhancing wages and benefits for staff who spend a minimum of 75 percent of their time providing direct services to consumers. Beginning January 1, 2023, a provider may not spend a smaller percentage of the rate increase on direct care staff wages and benefit costs than the corresponding percentage included for direct care staff wages and benefit costs in the rate models for each specific service.

Rate Model Implementation (continued)

A provider granted a rate increase pursuant to this section must maintain documentation, subject to audit by the Department or regional center, that the portion of the rate increase identified in this subparagraph (Section 4519.10(c)(1)(B)) was used to increase wages, salaries, or benefits of eligible staff members spending a minimum of 75 percent of their time providing direct services to consumers at least at the same percentage as provided in the rate models. For the purpose of this subparagraph (Section 4519.10(c)(1)(B)), “direct services” are services, supports, care, supervision, or assistance provided by staff directly to a consumer to address the consumer’s needs, as identified in the individual program plan, and includes staff’s participation in training and other activities directly related to providing services to consumers, as well as program preparation functions as defined in California Code of Regulations, Title 17, Section 54302.

Rate Model Implementation (continued)

- DDS' vendor surveys will ask how the funds were used to enhance staff wages and benefits.
- Be prepared.

Minimum Wage Increase Effective January 1, 2023

- Effective January 1, 2023, the minimum wage increased to \$15.50 for all employers.
- If DDS set the rate, visit the DDS website at dds.ca.gov, complete the workbook and submit it to DDS.
- If it is a negotiated or median rate, visit RCOC's website.
 - The workbooks and instructions will be posted on RCOC's website at rcocdd.com by Friday, January 20, 2023.
 - Vendors must submit:
 - the workbook (completed in its entirety),
 - payroll information (staff name, hourly rate, hours worked),
 - workers compensation documentation, and
 - unemployment insurance documentation.

Missing information or documentation will delay review and approval.

Quality Incentive Program Payment

DDS sent the second round of validated surveys. Payment will be issued on January 30, 2023.

191 surveys have not been reconciled because the surveys were:

- Incomplete, or
- Included incorrect vendor information, or
- Not submitted.

DDS was scheduled to issue the final round of validated surveys by January 4, 2023; regional centers have not received them.

Independent Audits or Independent Reviews

- Pursuant to WIC Section 4652.5, independent audits or reviews are due “within nine months of the end of the fiscal year for the entity”.
- RCOC sends notices to those vendors who do not submit their reports within the specified timeline.
- The third notice was mailed on January 5, 2023.
- Vendors who do not comply will be put on Do Not Refer status.

Applicant/Vendor Disclosure Statements Form DS 1891

- Vendors who have not completed the form have been put on Do Not Refer status.
- 30-day vendor termination notices will be sent.