

DEPARTMENT OF DEVELOPMENTAL SERVICES

1600 NINTH STREET, Room 240, MS 2-13
SACRAMENTO, CA 95814
TTY (916) 654-2054 (For the Hearing Impaired)
(916) 654-1897



December 2, 2020

TO: REGIONAL CENTER EXECUTIVE DIRECTORS

SUBJECT: GUIDANCE REGARDING MONTHLY RATES AND APPLICABLE SERVICES FOR ALTERNATIVE NONRESIDENTIAL SERVICES

As follow up to the Department of Developmental Services' (Department) [August 31, 2020](#) and [October 28, 2020](#) Directives regarding Alternative Nonresidential Services (Alternative Services) during the COVID-19 State of Emergency, the purpose of this correspondence is to provide further guidance on monthly unit rates, including the updated effective date for use of monthly unit rates, and applicable services for the provision of Alternative Services.

MONTHLY RATES

Updated Effective Date – Use of the monthly unit rate for Alternative Services will begin January 1, 2021. For services delivered prior to that date, providers shall continue to submit claims in accordance with the methodology and rules outlined in the August 31, 2020 Directive for September and October 2020, as follows:

- Providers shall use the current authorized rate and each consumer's average monthly attendance over the prior 12 months ending February 2020 for each consumer who received Alternative Services; and,
- Providers shall not submit reimbursement claims for consumers who did not receive services.

The monthly rate effective January 1, 2021, is based on actual payments to each vendor over the 12-month period ending in February 2020, and includes adjustments for any rate changes (e.g., Senate Bill 81 rate increases, minimum wage increases, "bridge funding") that occurred during the 12-month period. The calculation results in a monthly, per-consumer rate for each vendor. Further information on the monthly rate calculation is posted on the Department's website:

- Overview of rate calculation methodology can be found [here](#).
- Detailed description of the methodology can be found [here](#).
- Sample calculations can be found [here](#).

Regional centers will receive an email (from SecureShareAdmin@proofpoint.com) that will allow for secure download of provider rates and documentation supporting the rate calculations. Regional centers should distribute the rates and related information to each provider. Separate rates have been calculated for each service/sub-code combination. Additionally, regional center-specific rates have been established for vendorizations that span multiple regional centers. Please note, rates and additional guidance for transportation and group supported employment providers will be sent separately.

“Building Partnerships, Supporting Choices”

Regional centers and providers should review the rates and related information prior to implementation of these rates, effective January 1, 2021. Providers with questions regarding the calculation of their monthly rate should submit questions to the regional center utilizing the suggested form (Enclosure A) no later than January 31, 2021. If the review indicates a need to adjust the calculated rate, the regional center must submit supporting documentation to the Department by February 19, 2021. Rates may only be adjusted upon approval by the Department.

APPLICABLE SERVICES

Monthly rates for the provision of Alternative Services have been calculated for the services listed in Enclosure B. In general, this list includes nonresidential services most likely to be applicable to the Alternative Services model and excludes services that can/should continue to be provided, remotely or in a different location if needed, as they were prior to COVID-19. For the most part, the list only includes services with rates established by the regional center, Department or rates set in statute. It should be noted that monthly Alternative Services rates have not been established for items that will continue to be reimbursed in the manner they were prior to COVID-19, such as employment incentive payments, mileage reimbursements (for non-transportation services) and one-time evaluations/assessments. Services not included in Enclosure B typically fall into one of the following categories:

- Goods or services provided on a one-time basis, such as Vehicle Modification and Adaptation;
- Services administered by authorities other than the Department, such as behavioral health services under the Department of Health Care Services or community-based adult services under the Department of Aging;
- General services that are not exclusively provided to regional center consumers and can continue to be delivered traditionally, such as Translator, Interpreter, or Driver Trainer; and,
- Voucher and participant-directed services that offer flexibility through consumer and family choice in the traditional model.

Exceptions may apply, on a case-by-case basis, to services not listed in Enclosure B if needed to support individual consumers. Consumers or providers must contact the regional center to request the establishment of a monthly rate as an exception. The Department will work with the regional center to establish a monthly rate if appropriate.

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Self-advocates, family members or providers with questions related to eligible services should contact their local regional center. Questions from regional centers should be directed to DDSC19Directives@dds.ca.gov.

Sincerely,

Original Signed by:

BRIAN WINFIELD
Chief Deputy Director

Enclosures

cc: Regional Center Board Presidents
Regional Center Administrators
Regional Center Directors of Consumer Services
Regional Center Community Services Directors
Association of Regional Center Agencies

Suggested Template for Submitting Questions to the Regional Center

The template is divided into two sections:

- 1) Questions regarding the monthly rate calculation process, and
- 2) Questions regarding the calculated monthly rate for a specific vendor's service code/sub-code.

Providers should be as specific as possible in their questions and are encouraged to include any documentation to clarify the issue.

VENDOR NAME:
VENDOR NUMBER:
SERVICE CODE:
SUB-CODE:
QUESTIONS REGARDING THE MONTHLY RATE CALCULATION PROCESS
STEP 1: Cleaning and extracting payment records
STEP 2: Repricing cleaned payment records
STEP 3A: Calculating per-consumer, per month amount
STEP 3B: Calculating overall monthly average
OTHER:
QUESTIONS REGARDING THE CALCULATED MONTHLY RATE

Service Codes with Calculated Monthly Rates for Alternative Services*

Service Code	Service Description
028	Socialization Training Program
055	Community Integration Training Program
062	Personal Assistance
063	Community Activities Support Services
091	In-Home/Mobile Day Program
093	Parent-Coordinated Personal Assist Service
094	Creative Arts Program
102	Individual or Family Training
103	Specialized Health, Treatment & Training Services
106	Specialized Recreational Therapy
108	Parenting Support Services
110	Program Support Group-Day Service
111	Program Support Group-Other Services
115	Specialized Therapeutic Services, 3 to 20 Years Old
116	Specialized Therapeutic Services, 0 to 3 Years Old
117	Specialized Therapeutic Services, 21 Years Old and Over
505	Activity Center
510	Adult Development Center
515	Behavior Management Program
520	Independent Living Program
525	Social Recreation Program
635	Independent Living Specialist
645	Mobility Training Services Agency
650	Mobility Training Specialist
805	Infant Development Program
858	Homemaker
860	Homemaker Services
862	In-Home Respite Services Agency
868	Out-of-Home Respite
869	Respite Facility
875	Transportation Company
880	Transportation-Additional Component
882	Transportation-Assistant
950	Supported Employment-Group
952	Supported Employment-Individual
954	Rehab Work Activity Program

* Monthly Alternative Services rates may be established on a case-by-case basis for services not included on the list above.