

AGENDA

- Program Updates
 - Environmental modification approval process outlined in Chapter 44
 - Contacts screen in the Electronic Medicaid Waiver System (EMWS)
 - Mental Health and Substance Abuse training in May
 - Modified note in EMWS
 - Obtaining signatures during the COVID-19 health emergency
- Monthly Training Session - WYhealth Clinical Health Management Program - [Handout](#)

TOPICS

Environmental modification approval process outlined in Chapter 44

Chapter 44, Section 5 of the Department of Health's Medicaid Rules outlines the approval process for environmental modifications. Section 5(g)(iii) establishes that, upon completion of the environmental modification, the Division or its representative agent shall complete an on-site review of the modification to determine if it is completed as described in the original quote.

For the purposes of this provision of rule, the Division's representative agent is the case manager. The case manager is responsible for conducting the on-site review of the completed home modification to verify that the modification has been completed as described. If the modification does not meet the specifications of the original quote, the case manager should work with the provider, legally authorized representative, and participant to ensure the modification is completed as originally approved.

Contacts screen in the Electronic Medicaid Waiver System

It is the responsibility of the case manager to ensure all information on the *Contacts* screen of the Electronic Medicaid Waiver System (EMWS) is current and correct. Please review the *Contacts* screen for each of your participants and ensure the information is accurate. Case managers should make sure that the case manager's email address is included on the *Contacts* screen as well.

Mental Health and Substance Abuse training in May

A representative from Mental Health and Substance Abuse Treatment Services will be conducting the training for the May Case Manager Support Call. If there are specific topics you would like to have addressed, or information you would like to see presented during the training, please contact Alex Brooks, Case Manager Training Consultant, at cm.consultant@wyo.gov.

Modified notes in EMWS

When you modify sections of an individualized plan of care (IPC), you may notice red text within those sections that says "modified." This is a recent change to assist Participant Support Specialists (PSS) when reviewing IPCs. The red text notifies the PSS that a section of the IPC has been changed or visited. The PSS will then review that section of the plan to ensure the changes meet Division of Healthcare Financing rules and policies. When creating a modification, please make sure the modification reason is specific and includes all changes to the IPC. If you have any questions please contact your PSS.

Obtaining signatures during the COVID-19 health emergency

The Division has offered the flexibility to allow home visits to be provided via phone calls and video conferencing. At this time, the case manager is still required to obtain verification of the visit from the participant, legally authorized representative, and provider staff member, as necessary. Suggestions on how this verification can be obtained are listed on the Flexibilities Document, which can be found on the DD Section [Covid-19 webpage](#). Signatures cannot be substituted by writing that "signature/consent was given via phone." Actual verification must be obtained.

Verification that the participant or legally authorized representative has authorized the implementation of other flexibilities, such as receiving Community Support Services in the home, must also be documented by all parties in writing.

WRAP UP

Next call scheduled for May 11, 2020