



Wyoming
Department
of Health

Medicaid Clubhouse Services Overview



Agenda



Program Overview



Program Details



Eligibility Requirements



Roles and Responsibilities



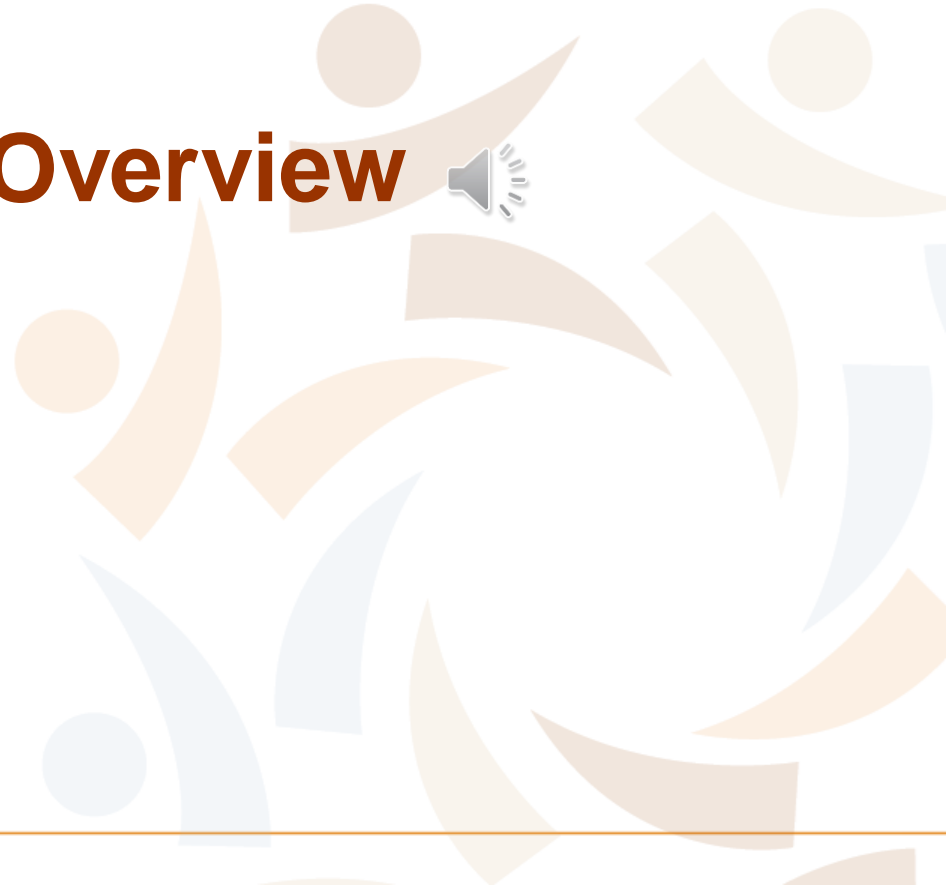
Clubhouse Video



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Program Overview



Introduction

1 The Wyoming Department of Health (WDH) is responsible for running the Medicaid program in Wyoming.

2 Medicaid is a healthcare insurance program that provides free or low-cost healthcare to individuals with limited income and resources.

3 WDH recently added Clubhouse Services as a Medicaid benefit in Wyoming.

4 The purpose of this training is to discuss the requirements and process for individuals who are enrolled in Medicaid to obtain Clubhouse Services.

Introduction to Clubhouse Services



Target Population

Ages 18 and older.

Serious and persistent mental illness (SPMI), serious mental illness (SMI), or severe emotional disturbance (SED) diagnosis.

Must meet needs-based assessment criteria.



Service Delivery Model

The Substance Abuse and Mental Health Services (SAMHSA) evidence-based practice of the Clubhouse-based service delivery model.

Structured, specialty services provided primarily in a group rehabilitative setting.

Legislation



House Enrolled Act 65 from the 2019 General Session authorizes Medicaid coverage and reimbursement for Clubhouse-based psychosocial rehabilitation services starting April 1, 2020, and directs Medicaid to enter contracts (or provider agreements) with certified Clubhouse providers.

- A** WDH must include the clubhouse-based psychological rehabilitation as a service in the Medicaid program.

- B** Within the limits of available funding, WDH may enter contracts with certified Clubhouse providers for Clubhouse rehabilitation services.

- C** On or before November 15th of each year, WDH must report to the joint Labor, Health and Social Services Interim Committee on information, findings and recommendations.

- D** Clubhouse refers to a community-based psychosocial rehabilitation program where members of the program, with staff assistance, engage in operating all aspects of the Clubhouse. This includes food service, clerical, reception, janitorial and other member services such as employment training, housing assistance and educational support. Clubhouse is designed to alleviate a member's emotional or behavior problems with the goal of transitioning the member to a less restrictive level of care, reintegrating the member into the community and increasing social connectedness beyond a clinical or employment setting.

Authorities

Medicaid State Plan Amendment

- Attachment 3.1A – Under the Rehabilitative Services – Mental Health & Substance Abuse
- New Service: Clubhouse Rehabilitation – Clubhouse
- New Provider Type: Clubhouse Rehabilitation – Clubhouse: Clubhouse Director

WY Admin Code

- Chapter 53: Psychosocial Rehabilitation – Clubhouse Services
 - *Under review*

Provider Manual

- Key program information will be available for providers in the WY BMS CMS-1500 Provider Manual



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Definition of Services

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Clubhouse services are community-based psychosocial rehabilitation services that:

1

Foster a **community** of adults living with a diagnosable mental illness who come together to work towards personal goals. The Clubhouse is a work-oriented program that helps people to build their job skills, to **regain personal worth and to rejoin the community**; and

2

Have members of the program, with staff assistance, engaged in **operating all aspects of the Clubhouse**, including food provision, clerical, reception, janitorial and other member services such as employment training, housing assistance, and educational support.



Clubhouse Service Delivery Model

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SERVICE DELIVERY MODEL



- The Clubhouse-based service delivery model is recognized as an evidenced-based practice by the Substance Abuse and Mental Health Services Administration (SAMHSA).
- The model is designed to be a restorative environment centered around a work-ordered day.

WORK-ORDERED DAY



- Key components include flexibility, choice, and empowerment.
- Members determine the work they want to be involved in and the people with whom they work with.
- Every member contributes to the work required of the Clubhouse.
- The model cultivates a sense of belonging.
- Members are self-reliant rather than staff reliant.

Essential Elements of the Clubhouse Model

Member Choice/Involvement

- Membership is **voluntary**.
- All members have access to the services/supports and resources with no differentiation based on diagnosis or level of functioning.
- Members establish their **own schedule** of attendance and choose a work unit that they will regularly participate in during the work-ordered day.
- Members are actively engaged and supported on a regular basis by Clubhouse staff in the activities and tasks that they have chosen.
- Membership in the program and access to support services reflects the member's **preferences and needs**, building on the person-centered planning process.
- Both formal and informal decision-making opportunities are part of the Clubhouse work units and program structure. Members can influence and shape program operations. Clubhouse decisions are generally made by **consensus of members**.
- Staff and members **work side-by-side** to generate and accomplish individual/team tasks and activities necessary for the development, support, and maintenance of the program.

Vision for the Program

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WDH's Vision for Medicaid Clubhouse Services:

- 1 Community-based**
Clubhouses are a local, community-based solution to a global problem. Clubhouses provide members with opportunities for work, wellness, and socialization.

- 2 Evidence-based**
The Clubhouse model is an evidence-based approach that is proven to help people with mental illness recover their lives.

- 3 Strengths Focused**
A Clubhouse focuses on strengths and abilities and not on illness. Through friendship, shared work, achievement of self-determined goals, education, and employment, Clubhouses help people regain hopeful and fulfilling lives.

- 4 Goal Focused**
Clubhouses make a lasting difference in people's lives by helping them achieve their social, educational, and employment goals.

Program Goals

EMPOWERING ENVIRONMENT

Clubhouses are vibrant, dynamic communities where meaningful work opportunities drive the need for member participation, thereby creating an environment where empowerment, relationship-building, skill development, and related competencies are gained.



AMPLE OPPORTUNITIES

Comprehensive opportunities are provided within the Clubhouse, including supports and services related to employment, education, housing, community inclusion, wellness, community resources, advocacy, and recovery.

Referral Sources

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Referral Sources

1. Community Mental Health Centers (CMHCs)
2. Behavioral Health Providers
3. Care Management Entities (CME)
4. Advocacy Groups
5. Self-Referral
6. Tribal Groups



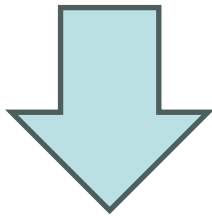
Enrollment Process

Regardless of the referral source, a behavioral health provider must provide a referral for a recipient to start receiving services from a Clubhouse provider.

- The referral certifies that the recipient has a diagnosis of SMI, SPMI, or SED **and** that they would benefit from the services provided by the Clubhouse provider.

Program Limits

There is a service unit limitation of 3,840 units per year for Medicaid reimbursement. In addition, there is a maximum daily unit limitation of 20 units (or 5 hours) a day.



1. Each unit = 15 minutes
2. 20 units = five hours
3. 192 five-hour days

1

Clubhouse services require a prior authorization (PA).

2

A Provider should not render services until a Member's eligibility has been verified and a PA has been approved.

3

Services rendered without obtaining a PA may not be reimbursed.

4

All claims must include the PA number.

Non-Covered Services

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The following services are considered non-covered and are not eligible for Medicaid reimbursement:



A service provided to the member at the same time as another service that is the same in nature and scope, regardless of funding source, including federal, state, local and private entities.



A service provided as a diversion, leisure or recreational activity, unless it is an identified component of an approved respite care service.



A service that is provided in a manner that is not within the scope or limitations of the Clubhouse service.



A service that exceeds the limits provided within the service definition, including service quantity/limit, duration and/or frequency.



Any service provided on the same day that the member is receiving inpatient or partial hospitalization.



Room and board.

Clubhouse Requirements

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Each clubhouse location must be:

- Enrolled with Wyoming Medicaid as a provider
- Trained and accredited by Clubhouse International

The Clubhouse Accreditation Process Overview

- The Accreditation process is both evaluative and consultative
- Accreditation is awarded for either a one- or three-year period, subject to the degree of adherence by the Clubhouse to the Standards
- Attend Comprehensive Clubhouse International onsite training
- The process includes 5 key steps:
 - Step 1: The Self-Study
 - Step 2: The Site Visit
 - Step 3: The Findings Report
 - Step 4: Accreditation Status
 - Step 5: Ongoing Consultation

Current Clubhouse Landscape

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Iris Clubhouse

Casper, WY

- **Clubhouse International accredited.**
- The goal of Iris Clubhouse is to save lives, remove barriers and build success stories for people with mental illness through meaningful work, employment opportunities, education and access to effective services and supports.
- Sample activities include:
 - Be Kind to your Mind 5K Fun Run
 - Book Club
 - Grocery Shopping



Robbie's House

Laramie, WY



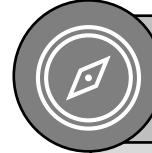
- **Not Medicaid enrolled and not eligible for Medicaid enrollment at this time.**
- **Not Clubhouse International accredited.**
- Robbie's House is a Clubhouse-International modeled organization that aims to create a peer-led community, resource center, and increased empowerment and opportunities for people living with mental illness.
- Sample activities include:
 - Art and pottery classes
 - Josh Allen Signed Jersey Raffle Fundraiser

Program Details



Rate Details

1. 15-minute unit at a rate of \$3.75 per unit
2. The service unit limitation is 3,840 units annually
3. At a rate of \$3.75 per 15-minute unit, the maximum annual cost per participating Medicaid client will be \$14,400 (50% state funds and 50% federal funds)



Other Key Details

1. Provider taxonomy: 261QR0400X
2. Projected number of participants in 2024: 25
3. Procedure Code: H2030: Mental health clubhouse services, per 15 minutes

Clubhouse Audit



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The audit process for Clubhouses will follow the standard audit process as outlined in the Wyoming Medicaid Provider Manual. In addition to the items outlined in the Provider Manual, the audit will ask for the Clubhouse providers to send the following information to the State at least annually:

- Clubhouse International certification
- Proof of Wyoming Food Facility Health Permit
- The Clubhouse Director's educational degrees including name of university, location of University, major of area of studies, date of graduation
- The Clubhouse's safety protocols, including crisis management
- Average number of individuals the Clubhouse is billing Medicaid Clubhouse services for each month
- Average numbers of members (Medicaid and non-Medicaid) per month
- Training materials and process for Clubhouse director and staff
- List of optional Clubhouse activities that members can choose to be involved in
- Member rights and protections
- Member enrollment and disenrollment requirements
- Member goals, objectives, and progress notes
- Billing documentation
- Proof of member attendance (attendance logs)



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Eligibility Requirements



Eligibility Requirements

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Individuals aged 18 and over with:

- Serious and persistent mental illness (SPMI),
- Serious mental illness (SMI), or
- Severe emotional disturbance (SED).

Per the most current Diagnostic and Statistical Manual of Mental Disorders (DSM).



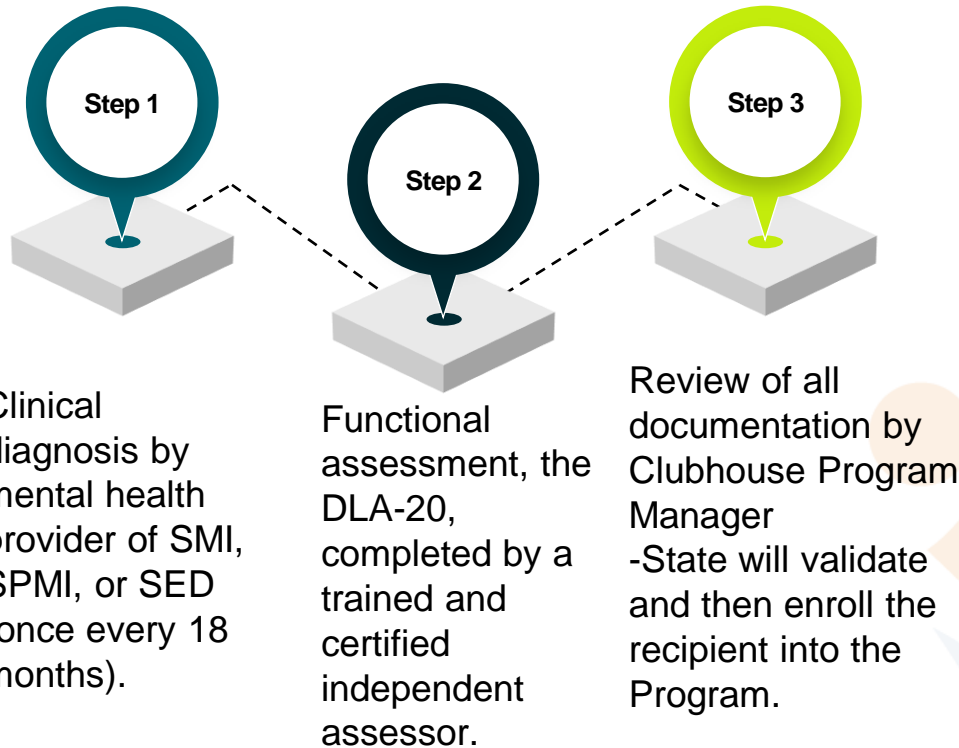
- The needs-based criteria is determined through the Daily Living Activities (DLA) 20 Functional Assessment.
- The DLA-20 Functional Assessment is a comprehensive functional assessment and outcome measurement tool that measures an individual's level of functioning in daily living activities.
- Individuals with a DLA 20 score of 2 - 3 are eligible for Medicaid covered Clubhouse Services.

Must be enrolled in Medicaid and meet age, diagnosis, and needs-based criteria.

Summary: Level of Need Determination Process



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The beneficiary will interact with 3 separate professionals:

1. Clinical professional for diagnosis
2. Independent assessor for functional assessment
3. Clubhouse provider for Clubhouse services

DLA – 20 Assessment

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The four areas that the DLA-20 evaluates functional ability include:

- | | | |
|----------------------------|---|--|
| Health Practices | > | Rating for independent self-care for physical health and mental health, including managing moods, medications, and illness. |
| Housing Maintenance | > | Rating for current self-sufficiency for living independent, maintaining / getting along in residence, and management of the household. |
| Communication | > | Rating for use of effective verbal and nonverbal communication. |
| Safety | > | Rating for current maintenance of personal safety, e.g., not suicidal, homicidal, or needing for crisis management support. |

The scoring is then an approximate evaluation to the functional capacity of a participant:

- A DLA-20 score of 5, 6, or 7 would be considered within normal limits
- A score of 4 would indicate moderate impairment in functioning
- A score of 3 would indicate serious impairment in functioning
- A score of 2 would indicate severe impairment in functioning

Individuals with a DLA-20 score of 2 - 3 are eligible for Medicaid-covered Clubhouse services.



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Roles and Responsibilities

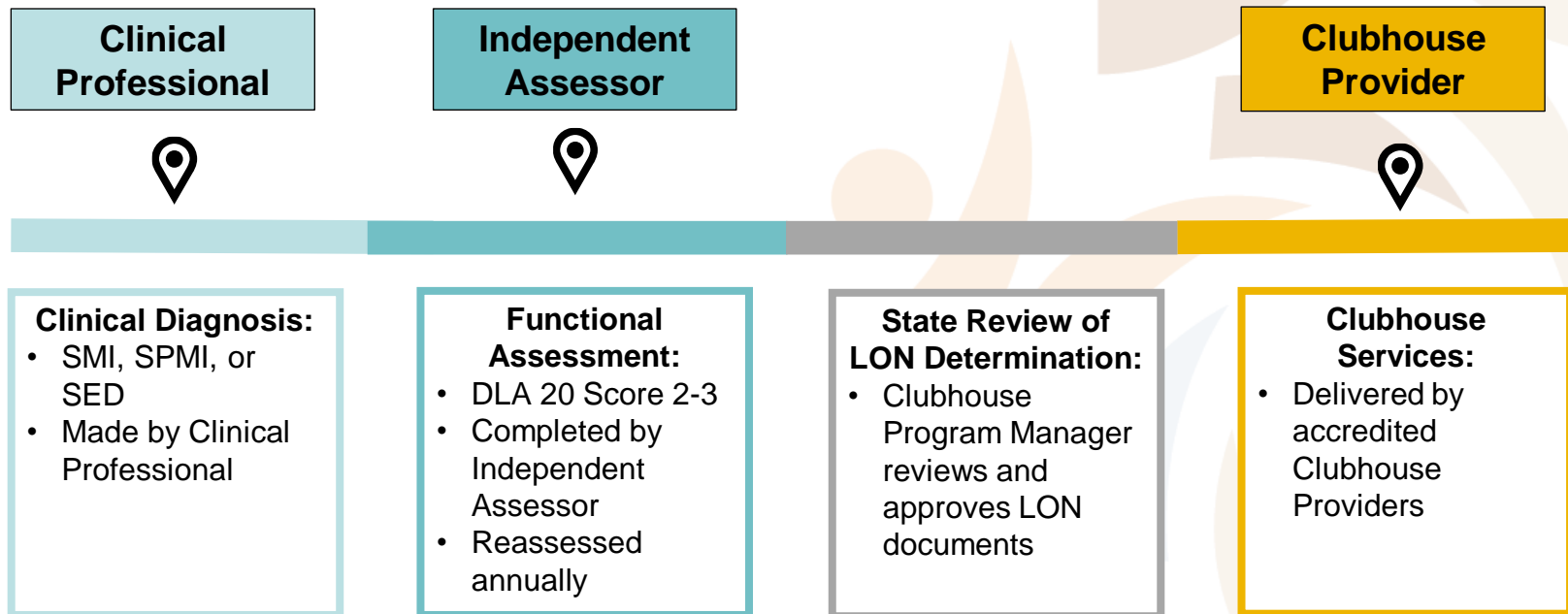


Enrollment Process for the Clubhouse

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The beneficiary will interact with 3 separate professionals:

1. **Clinical professional** for diagnosis and referral
2. **Independent assessor** for functional assessment (DLA-20)
3. **Clubhouse provider** for Clubhouse services



Role of WDH's Benefits Quality Control Manager

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Oversee program operations.



Coordinate with audit contractor regarding the audit process.



Provide technical assistance to providers.



Review and approve Level of Need Determination Form.



Keep Clubhouse website, provider manual, and other documents updated.



Provide trainings and informational webinars as needed.



Engage with stakeholders for process improvement.

Role of the Clinical Professional in the LON Process

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Role of Clinical Professional

A Clinical Professional will diagnose or confirm the diagnosis of individuals with a:

- serious and persistent mental illness (SPMI),
- serious mental illness (SMI), or
- severe emotional disturbance (SED).

The Clinical Professional will perform the mental health evaluations and reevaluations.



Requirements of the Clinical Professional

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Eligible Clinical Professional

A Clinical Professional must be an individual who is licensed as a:

- Licensed Addictions Therapist
- Licensed Advanced Practitioner of Nursing with a specialty area of psychiatric/mental health (APRN)
- Licensed Clinical Social Worker
- Licensed Marriage and Family Therapist
- Licensed Physician
- Licensed Professional Counselor
- Licensed Psychiatric Nurse (Master level)
- Licensed Psychologist
- Licensed Board-Certified Behavior Analyst - Doctoral (BCBA-D)
- Licensed Board-Certified Behavior Analyst (BCBA)

Role of the Certified Independent Accessor in the LON Process

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Role of Certified Independent Accessor

A Certified Independent Accessor will determine the functional level of need for individuals by using the Daily Living Activities (DLA) - 20 Functional Assessment.



Conflict – Free Requirement

The independent assessor must be separate from the Clubhouse providers. There must be appropriate safeguards and “firewalls” in place to mitigate risk of potential conflict.



Requirements for the Certified Independent Accessor

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Eligible Certified Independent Assessor

A Certified Independent Assessor must:

- At a minimum have obtained a GED and have two years of lived experience, but it is encouraged to have a bachelor's degree in a human service-related field;
- Be certified by the Clubhouse Services Program Manager as having met the training and certification guidelines, including demonstration of the proficiency with the evaluation of the assessment via examination by the State;
- Agree to be listed on a public facing roster for selection by individuals seeking an evaluation; and
- Meet ongoing recertification requirements as specified in policy.

Role of the Clubhouse Director



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Role of Clubhouse Director

The Clubhouse Director is responsible for all aspects of Clubhouse operations and has the responsibility to ensure the safety of the Clubhouse.



Safety



Leadership



Collaboration



Mission-Driven

Requirements for the Clubhouse Director



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Eligible Clubhouse Director

The minimum qualifications for Clubhouse Directors include:

1.) a) A bachelor's degree in a health and human services field and is licensed, certified, or registered by the State of Wyoming or a national organization to provide health care services with two years' experience working at a Clubhouse or with the target population;

or

b) A master's degree in a health or human services field with appropriate licensure and one year experience working at a Clubhouse or with the target population;

and

2.) Must be trained by Clubhouse International.



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Resources

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1. Wyoming Medicaid Clubhouse Services website: <https://health.wyo.gov/healthcarefin/medicaid/clubhouse-services/>
2. Iris Clubhouse website: <https://www.irisclubhouse.org/>
3. Robbie's House website: <https://www.robbieshouselaramie.com/>
4. Clubhouse International website: <https://clubhouse-intl.org/>
5. Wyoming association of Mental Health & Substance Abuse Centers website: <https://wamhsac.com/home>
6. The Hughes Charitable Foundation website: <https://hughescf.org/>
7. National Alliance on Mental Illness: Wyoming Resources: <https://namiwyoming.com/resources/wyoming-resources/>