



Developmental Disabilities Provider Rate Workgroup Meeting Minutes

January 28, 2022

12:00 PM (MST) – 2:00 PM (MST)

Zoom Invite Information:

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Agenda

1. Welcome

- Jackie Jandt with DPHHS welcomed attendees to the meeting
- Claire Payne with Guidehouse presented the agenda for the meeting and began facilitating

2. Provider Cost and Wage Provider Survey Overview

Guidehouse presented on the Provider Survey Overview.

- Attendee: How does the cost reporting data correlate to the rates, as well as what this assessment or study will capture, like a livable wage and what this assessment or study will capture as far as a livable wage in Montana communities, how do you reconcile what might not be represented in 2019 cost data to actually have a reflective rate that would support a wage where people could afford the cost of living in 2022?
 - GH: The simple way is to take cost reporting as an average or mean for a type of worker. We apply an inflation factor and that's the rate that will be used as an assumption in the rate model. The complex answer: the cost survey is not the only data source, we'll be looking at bureau of labor statistics to get industry wide intelligence and human resources type data for what the going rate is.
- Attendee: I have concerns with the current things that are going on with 2019 data and the bumps (e.g., SP5, grants, PPP loans, Appendix K, and Med Compass) which has

made it difficult, I want to make sure all of those are included but I don't know how long they will last.

- GH: One risk with the hybrid approach, it's satisfying to provider groups with 2019 and other data so it's relevant. One concern is that it's confusing, but we do have concerns that we're asking for too much. If we want to capture the relationship between billable and unbillable time, do you think we'd be better off asking what the time would be billable in the way we have the situation changes?
- Attendee: 2019 data would be more accurate.
- Attendee: The categories you're looking at is about 2/3rd of our funding sources. So, as a provider it's challenging not factoring 1/3rd of the expenses.
 - GH: If they're not in scope, we don't want to include any costs incurred from other services.

3. Provider Cost and Wage Provider Survey Details

Guidehouse presented on the Provider Cost and Wage Provider Survey Details.

- Attendee: Are we to provide separate surveys for DD services and mental health, behavioral health services?
 - GH: Yes, it's a one organization one survey. If you provide services across populations, one survey should be enough. This is intended to be a one-size fits all.
- Attendee: If we don't break down wages by these categories, how do you want us to estimate?
 - GH: As in, if you don't track that internally how do you report that? This work sheet is on total cost, it's not necessarily just wages. We understand this is not going to be natural for some providers, but this is our best way of performing due diligence... the instruction manual should be able to clarify specifics but please feel free to email MT-DPHHS-Rates@guidehouse.com.
- Attendee: Can you clarify the difference between program staff salaries and administrative staff wages?
 - GH: The direct step, which is personnel whose time is directly billable. If you have a psychologist who is doing therapies, their time is directly billable. Admin personnel costs, (instructions should speak to these distinction) their time is not identifiable to specific services, it could be an admin assistant in the office, they aren't assigning time of day programs/services... those costs would be administrative.
- Attendee: Where would we reflect the cost of accrued paid time off?
 - GH: In the context of this worksheet, we would treat that as a benefit cost.
- Attendee: What columns would be used for programs not listed? Can there be an "other" column?
 - GH: Do you think we're missing a program that should be called out specifically?
 - Attendee: You're only interested in the columns you've listed that we're providing the services you've listed?

- GH: No, this image doesn't capture all the specific developmental services. There will be the DDP waiver, autism treatment, etc. but it would be those three for developmental services.
- Attendee: If we do residential care, that support tends to be out in a community living, in a foster home, so we could go to that place. It would be individualized compared to congregate, I think those are different.
 - GH: Great example, the categories relate to specific services. So if you put in supported living or congregate living, you'll get a work sheet that says "residential living". We're not saying the costs are similar, we're saying they have transportation and travel expenses, and you should account for the differences.
- Attendee: Will personal supports be added to home-based services?
 - GH: Personal supports is one of the individual services in the actual worksheet.
- Attendee: Is Caregiver training in the right category?
 - GH: We'll note that and make sure it's not miscategorized.
- Attendee: Is the category for client wages for paid work in Day Services? Where would that be represented in the total cost sheet?
 - GH: We don't have anything specific to the services. It's a good question, we can circle back. It is a significant cost to pay attention to and we can create a line that is specific to client wages.

4. Training and Technical Assistance

Guidehouse presented on Training and Technical Assistance

- Attendee: I own two different ALFs, opening a third, one is a rural county or town and the other is in the largest city in the state. I provide traditional waiver, DDP, Contract Services, and SMDI. If I report my facility separately, it will not reflect my true numbers. What do I do?
 - GH: In this case, the only places we're asking for facility-based surveys, we'd be asking for 1 survey for the total organization. Don't report facilities separately.

5. Timeline and Next Steps

Guidehouse presented the Timeline and Next Steps.

- Attendee: Is there a phone line for questions?
 - GH: We just have the email. We can schedule a phone call if need be.
- Attendee: I have two facilities, are you guys calculating it down on a per-resident or should I leave once facility out of that equation? Should I reach out about this separately.
 - GH: Feel free to reach out about your specific situation. It does need to be cost incurred.

6. Questions and Answers

Guidehouse opened it up for further questions and answers for attendees. Attendees had no further comments or questions.

7. Public Comment

There were no questions or comments from public attendees i.e., non-workgroup or steering committee members

8. Adjournment @ 2:00 PM (MST)

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