

Rolling Hills

Community Services Region



Geographic Area: Serving the Counties of Buena Vista, Calhoun, Carroll, Cherokee, Crawford, Ida and Sac counties.

Annual Service and Budget Plan

FY 2018

Regional Access Points

An access point is an entity within the Rolling Hills Community Services Region that shall complete the MH/DS funding applications for an individual with a disability and forward them to the local Community Services Office.

| Access Point | Address | Phone Number |
|---------------------------------------|--|----------------|
| RHCS Office - Buena Vista County | 605 Cayuga St. PO Box 253, Storm Lake, IA 50588 | (712) 749-2556 |
| Plains Area Mental Health Center | 728 Erie St., Storm Lake, IA 50588 | (712) 213-8402 |
| Genesis Development | 1607 North Lake Ave., Storm Lake, IA 50588 | (712) 732-5038 |
| New Directions | 808 Michigan St., Storm Lake, IA 50588 | (712) 213-7814 |
| Catholic Charities (Satellite Office) | 1709 E. Richland St., Storm Lake, IA 50588 | (712) 792-9597 |
| Compass Pointe | 824 Flindt Drive Ste. 104, Storm Lake, IA 50588 | (712) 732-5136 |
| Buena Vista Regional Med. Center | 1525 West Milwaukee, Storm Lake, IA 50588 | (712) 732-4030 |
| Faith Hope and Charity | 1815 West Milwaukee, Storm Lake, IA 50588 | (712) 732-5127 |
| RHCS Office - Calhoun County | 515 Court St., Rockwell City, IA 50579 | (712) 297-5292 |
| Community & Family Resources | 515 Court St., Rockwell City, IA 50579 | (515) 297-5292 |
| Unity-Point Health Berryhill Center | 720 Kenyon Road, Fort Dodge, IA 50501 | (515) 955-7171 |
| Calhoun County Public Health | 501 Court St... Rockwell City, IA 50579 | (712) 297-8323 |
| Counseling Services, LLC | 501 Court St... Rockwell City, IA 50579 | (712) 662-3222 |
| DHS Targeted Case Management | 515 Court St., Rockwell City, IA 50579 | (712) 297-8524 |
| RHCS Office - Carroll County | 608 North Court St., S. Suite A, Carroll, IA 51401 | (712) 792-1234 |
| Home Care Options | 626 North Court St., Carroll, IA 51401 | (712) 792-0322 |
| Carroll County Case Management | 608 North Court Suite A, Carroll, IA 51401 | (712) 792-1234 |
| New Hope Village | 1211 East 18th St., Carroll, IA 51401 | (712) 792-5500 |
| St. Anthony Regional Hospital | 311 South Clark, Carroll, IA 51401 | (712) 792-8239 |
| Catholic Charities | 409 West 7th St., Carroll, IA 51401 | (712) 792-9597 |
| New Opportunities | 23751 Hwy 30 East, Carroll, IA 51401 | (712) 792-1344 |

| | | |
|----------------------------------|---|----------------|
| Counseling Services | 322 South 12th St., Sac City, IA 50583 | (712) 662-3222 |
| Plains Area Mental Health Center | 318 South Maple St. Carroll, IA 51401 | (712) 792-2991 |
| Family Resource Center | 502 West 7th St., Carroll, IA 51401 | (712) 792-6440 |
| RHCS Office – Crawford County | 1202 Broadway, Suite 9, Denison, IA 51442 | (712) 263-2720 |
| Plains Area Mental Health Center | 27 South Main St., Denison, IA 51442 | (712) 263-3172 |
| WESCO Industries | 415 South 11th St., Denison, IA 51442 | (712) 263-6141 |
| DHS Targeted Case Management | 1527 Fourth Ave South, Denison, IA 51442 | (712) 263-6760 |
| Jackson Recovery Center | 1233 Broadway, Denison, IA 51442 | (712) 263-5065 |
| Crawford County Memorial Hosp. | 100 Medical Parkway, Denison, IA 51442 | (712) 265-2500 |
| RHCS Office – Ida County | 401 Moorehead St., Ida Grove, IA 51445 | (712) 364-2385 |
| Ida Services Inc. (Main Campus) | 651 1st St., Battle Creek, IA 51006 | (712) 365-4339 |
| Ida Services Inc. Somerset Apts. | 400 Minnesota St., Holstein, IA 51025 | (712) 368-4671 |
| Plains Area Mental Health Center | 700 East 2nd St. Ste 2 PO Box 168., Ida Grove, IA 51445 | (712) 364-3500 |
| Horn Memorial Hospital | 701 East 2nd St., Ida Grove, IA 51445 | (712) 364-3311 |
| RHCS Office – Sac County | 116 S. State St. Suite A, Sac City, IA 50583 | |
| Counseling Services LLC | 322 South 13th St., Sac City, IA 50583 | (712) 662-3222 |
| Loring Hospital | 211 Highland Ave, Sac City, IA 50583 | (712) 662-7105 |
| Howard Center | 1319 Early St., Sac City, IA 50583 | (712) 662-7844 |
| New Opportunities | 116 South State St., Sac City, IA 50583 | (712) 662-7921 |
| RHCS Office – Cherokee County | 520 West Main, Cherokee, IA 51012 | (712) 225-6700 |
| Cherokee County Work Services | 322 Lake St. Cherokee, IA 51012 | (712)225-4531 |
| Plains Area Mental Health Center | 1231 West Cedar Loop 2nd floor, Ginzberg bldg. Cherokee, IA 51012 | (712)225-2575 |

Targeted Case Management

With the state’s privatization of the Medicaid System, three of the county Targeted Case Management programs, Buena Vista, Cherokee and Sac, terminated operations during FY’16. The individuals were either transferred to Amerigroup or United Health Care for In-house Case Management or referred to DHS Case Management or Carroll County Case Management who both chose to continue providing services. In February 2017, Amerihealth Caritas provided notice to Case Management Agencies that they will be transitioning individuals to an In-house model as well however did not provide an end date for when this will occur. DHS Case Management will continue operations until further action from Amerihealth Caritas. Carroll County Case Management will discontinue operations in April 2017 and will transition all of the individuals whom they serve to Amerihealth Caritas.

Contact information for the DHS Case Management programs within the Rolling Hills Region:

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|--------------------------------|---------------------------------------|--------------|
| DHS Case Management – Calhoun | 515 Court St. Rockwell City, IA 50579 | 712-297-8524 |
| DHS Case Management – Crawford | 1527 4th Ave. South Denison, IA 51442 | 712-263-5065 |

Crisis Planning

Emergency Services

Current basic crisis response provisions including 24 hour access to crisis response and evaluation are provided through the Community Mental Health Center and the provider listed below.

| Area | Provider | Location | Phone |
|-------------|----------------------------------|--|----------------|
| Buena Vista | Plains Area Mental Health Center | 605 Cayuga St.. Storm Lake, IA 50588 | 712-213-8402 |
| Calhoun | Counseling Services, LLC | 501 Court St... Rockwell City, IA 50579 | (712) 662-7998 |
| Carroll | Plains Area Mental Health Center | 318 South Maple St., Carroll, IA 51401 | 712-792-2991 |
| Cherokee | Plains Area Mental Health Center | 1231 West Cedar Loop 2 nd Floor, Ginzberg Bldg Cherokee, IA 51012 | 712-225-2575 |
| Crawford | Plains Area Mental Health Center | 20 North 14 th St. Denison, IA 51442 | 712-263-3172 |
| Ida | Plains Area Mental Health Center | 700 East 2 nd St. Ste 2 PO Box 168. Ida Grove, IA 51445 | 712 364-3500 |
| Sac | Counseling Services, LLC | 322 South 13 th St. Sac City, IA 50583 | 712-662-3222 |

One of the critical Core Service Domains required of Regional Entities under IAC 441 – 25.2 (1) is that of 24-Hour Access to Crisis Response (441-25.2 (1). Currently, the Region is providing access to such service by contracting with Plains Area Mental Health Center for a Shared On-Call System with a subcontract to Counseling Services, LLC. The Rolling Hills Region provides an annual block grant to Plains Area Mental Health Center for the following services to be provided across the region:

Current Services include:

1. 24 hour Crisis Response

2. Emergency Service Access

- a. Same day walk-in emergency / crisis prevention
- b. Crisis coordination / hospitalization assistance when appropriate
- c. Crisis diversion / management
- d. Crisis Evaluation

3. 24 Hour Crisis Hotline

- a. Daytime, After-hours, Weekends and Holiday Crisis Hotline
- b. 24-hour Mental Health Hotline for non-emergent calls
- c. Backed up by secondary Mental Health professional from contracted agency (Foundation II)
- d. Includes Hotline cost, On-call stipend / incident payment for back-up

4. Crisis Services Coordinator

- a. Responsible for coordinating the services of the above
- b. Development of new crisis response procedures to improve the crisis response system amongst all the players
- c. Development of MOU's amongst stakeholders
- d. Study, develop and assist in the implementation of
 - i. Annual Crisis Conference
 - ii. Crisis Stabilization Services – Community Based and Residential
 - iii. Mobile Crisis Response Team model
 - iv. Critical Incident Stress Management Team development with the Counties
 - v. Pre-commitment Screening process
 - vi. Jail Diversion Services

A continuum of crisis prevention strategies and services are utilized and will continue to be designed, implemented and enhanced within the region. Crisis prevention, response, and resolution are also embedded in the treatment and support plans that are prepared by Network Providers, Targeted Case Management, and Service Coordination. When these plans are developed, the goal is to determine an environment and support structure that works for a person to mitigate the triggers that lead to crisis.

RHCS Region formed a Regional Coalition in August of 2016 that meets on a regular basis to plan for crisis services that are needed within our region. The Coalition consists of Law Enforcement, Hospital Personnel, mental health and disability service providers, family support staff, licensed mental health professionals, substance abuse providers and regional staff. As a result of the coalition meetings, Plains Area is in the process of developing two Mobile Crisis Response Teams within the Region. The Region will provide funding for training needs, infrastructure and personnel. It is anticipated that Mobile Crisis Response Teams will be in full force by July 2017.

Melissa Drey, Plains Area Mental Health Center Crisis Services Coordinator, has met with Law Enforcement throughout the Region to discuss the need for the creation of Crisis Intervention Teams and the response has been well-received. She and a Sac County Deputy will be attending the required 40 hour training in Johnson County in March 2017. The Region will also be providing funds for other law enforcement personnel who have expressed an interest in receiving the training which will be offered this year in Minneapolis, MN.

Rolling Hills Region successfully implemented a Pre-Screening Process in Sac and Calhoun Counties at the beginning of FY'17. We are currently exploring the use of Telehealth for our emergency

departments and law enforcement as a means to provide an assessment prior to the commitment process and implement a standardized process across this region.

Scope of Services

The annual budget and planning process is utilized to identify and implement core disability service improvements. The RHCS Region collaborates with stakeholders to assess need and to advocate for adequate funding for services and supports in the initial core and additional core service domains. RHCS is the funder of last resort. Additional funding sources will be used to empower individuals to reach their fullest potential. The RHCS Region is responsible for services that are authorized in accordance with the Regional Management Plan and within the constraints of budgeted dollars. Services funded by RHCS are subject to change or termination with the development of the annual budget each fiscal year. The Regional Management Plan Policy & Procedure Manual addresses mandated service access standards.

Annually, the RHCS Region staff will review actual expenditures and services provided, stakeholder input and participation, quality assurance implementation findings, waitlist information, progress toward goals and objectives, and, if any, appeal type and resolution to determine if gaps in services or barriers to services exist. In December of each year this review is submitted to the Department of Human Services.

The RHCS Chief Executive Officer proposed the following FY'18 budget to the Governance Board January 2017. The RHCS Chief Executive Officer is responsible for managing and monitoring the adopted budget. The Chief Executive Officer projected the need for the following services based on expenditures to date for the fiscal year and an individual service unit and rate tracking system. Development of Core Plus Services for the Rolling Hills Region in Fiscal Year 2018 is based on the efforts of the Rolling Hills Advisory Board and Regional Coalition.

| FY 2018 Budget | Rolling Hills Community Services MHDS Region | MI (40) | ID(42) | DD(43) | Admin (44) | Total | State or Other Funding Sources to be Used to meet service need |
|------------------------------------|---|----------------|---------------|---------------|-------------------|--------------|---|
| Core Domains - Expenditures | | | | | | | |
| COA | Treatment | | | | | | |
| 43301 | Assessment & evaluation | \$19000 | | | | \$19000 | Medicaid, Insurance |
| 42305 | Mental health outpatient therapy | \$20500 | | | | \$20500 | Medicaid, Insurance |
| 42306 | Medication prescribing & management | \$60000 | | | | \$60000 | Medicaid, Insurance |

| | | | | | | | |
|-------|-------------------------------------|-----------|-----------|---------|--|-----------|---------------------|
| 71319 | Mental health inpatient therapy-MHI | \$50000 | | | | \$50000 | Medicaid, Insurance |
| 73319 | Mental health inpatient therapy | | | | | | |
| | Basic Crisis Response | | | | | | |
| 32322 | Personal emergency response system | \$2,000 | \$4500 | \$4500 | | \$ 11000 | Medicaid |
| 44301 | Crisis evaluation | \$2018 | | | | \$2018 | |
| 44305 | 24 hour access to crisis response | \$78,730 | | | | \$78,730 | |
| 44346 | 24 hour crisis line | \$135,000 | | | | \$135,000 | |
| 22399 | Crisis Care Coordination | \$65,000 | | | | \$65,000 | |
| | Support for Community Living | | | | | | |
| 32320 | Home health aide | \$1000 | \$1000 | | | \$2000 | |
| 32325 | Respite | \$1000 | | | | \$1000 | Medicaid |
| 32328 | Home & vehicle modifications | \$2000 | \$2000 | | | \$4000 | Medicaid |
| 32329 | Supported community living | \$60000 | \$125,000 | \$15450 | | \$200,450 | Medicaid |
| | Support for Employment | | | | | | |
| 50362 | Prevocational services | | \$10000 | | | \$ 10000 | Medicaid |
| 50367 | Day habilitation | \$5000 | \$24000 | \$18000 | | \$ 47000 | Medicaid |
| 50364 | Job development | | \$15000 | | | \$ 15000 | Medicaid; IVRS |
| 50368 | Supported employment | \$255933 | \$326494 | \$35000 | | \$ 617427 | Medicaid; IVRS |
| 50369 | Group Supported employment-enclave | \$10000 | | | | \$10000 | |
| | Recovery Services | | | | | | |

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|--------------------------------|---|-------------|-----------|----------|--|--------------|----------|
| 45323 | Family support | \$10300 | | | | \$ 10300 | Medicaid |
| 45366 | Peer support | \$10300 | | | | \$ 10300 | Medicaid |
| | Service Coordination | | | | | | |
| 22376 | Services Management | \$164556 | \$50000 | | | 214556 | |
| 24376 | Health homes | \$10000 | | | | \$ 10000 | Medicaid |
| 25376 | Justice System Involved Coordination | \$71519 | | | | 71519 | |
| | Core Evidenced Based Treatment | | | | | | |
| 45373 | Family psychoeducation | | | | | | |
| 42397 | Psych rehab (ACT & IPR) | | | | | | |
| | Core Domains Total | \$1,033,856 | \$557,994 | \$72,950 | | \$ 1,664,800 | |
| Mandated Services | | | | | | | |
| 46319 | Oakdale | | | | | | |
| 72319 | State resource centers | | | | | | |
| 74XXX | Commitment related (except 301) | \$45000 | | | | \$ 45000 | |
| 75XXX | Mental health advocate | \$25000 | | | | \$ 25000 | |
| | Mandated Services Total | \$70,000 | | 0 | | \$70,000 | |
| Additional Core Domains | | | | | | | |
| | Comprehensive Facility & Community Based Crisis Services | | | | | | |
| 44307 | Mobile response | \$100000 | | | | \$ 100000 | |
| 44302 | 23 hour crisis observation & holding | | | | | | |
| 44312 | Community based crisis stabilization | | | | | | |
| 44313 | Residential crisis stabilization | \$553011 | | | | \$ 553011 | |
| | Sub-Acute Services | | | | | | |

| | | | | | | | |
|--|--|-----------|--------|---------|--|------------|----------|
| 63309 | Subacute services-1-5 beds | | | | | | |
| 64309 | Subacute services-6 and over beds | | | | | | |
| | Justice system-involved services | | | | | | |
| 46305 | Mental health services in jails | \$25000 | | | | \$ 25000 | |
| 46422 | Crisis prevention training | \$5000 | | | | \$ 5000 | |
| 74301 | Civil commitment prescreening | | | | | | |
| 46399 | Justice system-involved services-other | | | | | | |
| | Additional Core Evidenced Based Treatment | | | | | | |
| 42366 | Peer self-help drop-in centers | \$60000 | | | | \$ 60000 | |
| | Additional Core Domains Total | \$743,011 | | | | \$ 743,011 | |
| Other Informational Services | | | | | | | |
| 03XXX | Information & referral | | | | | | |
| 04XXX | Consultation | \$81000 | | | | \$ 81000 | |
| 05XXX | Public education | \$81000 | | | | \$ 81000 | |
| | Other Informational Services Total | \$162,000 | | | | \$ 162,000 | |
| Other Community Living Support Services | | | | | | | |
| 06399 | Academic services | | | | | | |
| 22XXX | Services management | | | | | | |
| 23376 | Crisis care coordination | | | | | | |
| 23399 | Crisis care coordination other | | | | | | |
| 24399 | Health homes other | | | | | | |
| 31XXX | Transportation | \$5000 | \$5150 | \$10000 | | \$ 20150 | Medicaid |

| | | | | | | | |
|-------|--|---------|--|--|--|----------|------------------------|
| 32321 | Chore services | | | | | | |
| 32326 | Guardian/conser vator | | | | | | |
| 32327 | Representative payee | | | | | | |
| 32335 | CDAC | | | | | | |
| 33330 | Mobile meals | | | | | | |
| 33340 | Rent payments | \$7500 | | | | \$ 7500 | |
| 33345 | Ongoing rent subsidy | | | | | | |
| 33399 | Other basic needs | | | | | | |
| 41305 | Physiological outpatient treatment | | | | | | |
| 41306 | Prescription meds | \$4000 | | | | \$ 4000 | Medicaid, Insurance |
| 41307 | In-home nursing | | | | | | |
| 41308 | Health supplies | | | | | | |
| 41399 | Other physiological treatment | | | | | | |
| 42309 | Partial hospitalization | | | | | | |
| 42363 | Day treatment | | | | | | |
| 42396 | Community support programs | \$25000 | | | | \$ 25000 | Medicaid |
| 42399 | Other psychotherapeuti c treatment | | | | | | |
| 43399 | Other non-crisis evaluation | | | | | | |
| 44304 | Emergency care | | | | | | |
| 44399 | Other crisis services | | | | | | |
| 45399 | Other family & peer support | | | | | | |
| 50361 | Vocational skills training | | | | | | |
| 50365 | Supported education | | | | | | |
| 50399 | Other vocational & day services | | | | | | |
| 63XXX | RCF 1-5 beds | | | | | | |
| 63XXX | ICF 1-5 beds | | | | | | |

| | | | | | | | |
|----------------------------------|---|-------------|-----------|----------|-----------|-------------|--|
| 63329 | SCL--1-5 beds | | | | | | |
| 63399 | Other 1-5 beds | | | | | | |
| | Other Comm Living Support Services Total | 41500 | 5150 | 10000 | | \$ 56650 | |
| Other Congregate Services | | | | | | | |
| 50360 | Work services (work activity/sheltered work) | | | | | | |
| 64XXX | RCF--6 and over beds | \$44000 | | | | \$ 44000 | |
| 64XXX | ICF--6 and over beds | | | | | | |
| 64329 | SCL--6 and over beds | \$390000 | | | | \$ 390000 | |
| 64399 | Other 6 and over beds | | | | | | |
| | Other Congregate Services Total | \$434000 | | | | \$ 434000 | |
| Administration | | | | | | | |
| 11XXX | Direct Administration | | | | \$33000 | \$33000 | |
| 12XXX | Purchased Administration | | | | \$90715 | \$90715 | |
| | Administration Total | | | | \$123715 | \$ 123715 | |
| | Regional Totals | \$2,484,367 | \$563,144 | \$82,950 | \$123,715 | \$3,254,176 | |

| | | | | | | |
|--|---|---|---|---|---|--|
| (45)County Provided Case Management | 0 | 0 | 0 | 0 | 0 | |
| (46)County Provided Services | 0 | 0 | 0 | 0 | 0 | |

| | | | | | | |
|-----------------------------|--|--|--|--|--|-------------|
| Regional Grand Total | | | | | | \$3,254,176 |
|-----------------------------|--|--|--|--|--|-------------|

FA reimb. to MHDS regional member county \$185,186 (14951)

Rolling Hills Community Services Region will fund core services when requested through the Region if no other funding sources are available even if no dollars are budgeted for a specific service.

| | | | |
|---------------------------|---|--------------------|--------------------|
| FY 2018 Budget | Rolling Hills Community Services MHDS Region | | |
| Revenues | | | |
| | Projected Fund Balance as of 6/30/17 | \$3,913,381 | \$3,913,381 |
| | Local/Regional Funds | | \$ 2,944,266 |
| 10XX | Property Tax Levied | \$2,944,266 | |
| 5310 | Client Fees | | |
| 2540 | Additional Per Capita Contribution | | |
| | | | |
| | State Funds | | \$ - |
| 2250 | MHDS Equalization | | |
| 2645 | State Payment Program | | |
| | Federal Funds | | \$ - |
| 2344 | Social services block grant | | |
| 2345 | Medicaid | | |
| | Total Revenues | | \$ 2,944,266 |

| | |
|---|------------------------|
| Total Funds Available for FY18 | \$ 6,857,647.00 |
| FY18 Projected Regional Expenditures | \$ 3,439,362 |
| Projected Accrual Fund Balance as of 6/30/18 | \$ 3,418,285 |

| County | 2015 Est. Pop. | 47.28 Per Capita Levy | Base Year Expenditure Levy | FY18 Max Levy | FY18 Actual Levy | Actual Levy Per Capita |
|---------------|----------------|-----------------------|----------------------------|------------------|------------------|------------------------|
| Buena Vista | 20493 | 968909 | 669512 | 669512 | 669512 | 669506 |
| Calhoun | 9818 | 464195 | 431560 | 431560 | 195004 | 320754 |
| Carroll | 20498 | 969145 | 1800630 | 969145 | 760000 | 669670 |
| Cherokee | 11574 | 547219 | 477158 | 477158 | 362578 | 378123 |
| Crawford | 17094 | 808204 | 1012457 | 808204 | 510340 | 558461 |
| Ida | 7028 | 332284 | 300889 | 300889 | 197273 | 229605 |
| Sac | 10021 | 473793 | 579215 | 473793 | 249559 | 327386 |
| | | | | | | |
| Region | 96,526 | 4,563,749 | 5,271,421 | 4,129,961 | 2,944,266 | 3,153,505 |

Financial Forecasting Measures

Historical service utilization is the starting point for all financial projections. The Rolling Hills Community Services Region has been operating under one regional budget and utilizes the Buena Vista County Auditor's Office as the fiscal agent. There continue to be changes in the system which leads to some unpredictability in forecasting one of which is the implementation of the Medicaid Modernization Plan. Our Region is concerned that with the emphasis on cost containment of Medicaid, provider rates and/or service units will be negatively impacted. While we are in solid financial shape presently, we would not be in a position long-term to absorb these cuts. The impact of Medicaid Modernization is uncertain for the Region at this time therefore, we will closely monitor the actions of the Managed Care Organizations to ensure that the individuals we serve receive the supports that they need.

The Chief Executive Officer has projected a financial forecast for the Rolling Hills Region through 2021 based on an overall 3% increase. Service Expenditures were projected to decrease in Fiscal Year 2017 as

the Region discontinued sheltered employment services in an effort to promote community based employment for the individuals that we serve, however this will not be the case due to the extension of the Multi-Agency Supported Employment Grant at a higher cost.

The Governance Board approved a per capita contribution for FY'18 which was based on a number of factors including continued positive relationships between counties based on an equal dollar investment into the region system of pooled funds, the need for utilizing fund balances for the county contribution and recognition of the legislature's desire to have fund balances around 25 percent. The counties in Rolling Hills Community Services Region will contribute \$32.67 per capita in Fiscal Year 2018.

Throughout the year, RHCS regional staff and stakeholders have identified unmet needs and areas for service development, which are incorporated into subsequent service plans and budgets. RHCS Region gathers information through the Advisory Board and the Regional Coalition that meet quarterly. Strategic planning was completed in April 2016 and three priorities for Regional Funding were identified which include Transitional Living, Quality Assurance processes for newly developed regional services and the addition of a behavioral support process for individuals with complex needs. Task forces will be convened to identify the needs assessment, best implementation strategies and associated costs. The Region will utilize the reserve balance for funding initiatives or training opportunities to enhance evidenced based practices and core plus services when funds are necessary but not included in the Fiscal Year 2018 budget.

Beyond the historical information used to develop this budget, the following items were included for expansion of services during FY18: Permanent Supportive Housing (funds designated under Supportive Community Living), Mobile Crisis Response, Critical Incident Stress Management Teams and Crisis Intervention Teams.

Provider Reimbursement Provisions

The RHCS Region will contract with MH/DS providers whose base of operation is within the region. RHCS Region may also honor contracts that other regions have with their local providers or may choose to contract with providers outside of the region. A contract may not be required with providers that provide one-time or as needed services. A fee for service approach will be utilized in most provider contracts outlining the services to be provided and the rate of reimbursement. All payments will be based on a pre-authorized request for service authorization with the exception of court ordered payments, such as civil commitment costs. As described above in Scope of Service and Budget Financing Provisions, RHCS Region provides funding by incorporating all available funding and insurance resources in its system of care. RHCS will ensure that individuals apply for all funding sources prior to accessing regional funding, including Medicaid, Medicare and other funding mechanisms which ensure that individuals and their families are able to optimally live, work, and recreate in integrated communities of their choice.

The region may also utilize block grant payments when a service does not fit the traditional methods of payment based on a pre-approved individual service request. Block grants will only be authorized for services that are not reimbursable by third party insurances, Medicaid and Medicare. Requests for grant funding opportunities may also be offered by RHCS Region based on an assessed community need in order to engage providers in Evidence Based Practices.

When a non-traditional provider arrangement is more appropriate than a fee for service approach with a contracted provider, the Coordinators of Disability Services will work with the region's CEO to request such arrangements. A non-traditional provider may be an individual, organization and/or business who delivers services in the consumer's home and/or other community setting. Non-traditional providers typically are individuals, organizations, or businesses which do not provide MH/ID/DD services as a part of their normal business. These services are not to provide treatment but are supportive and may be rehabilitative in focus, and are initiated when there is a reasonable likelihood that such services will benefit the consumer's functioning, assist them in maintaining community tenure, and act as an alternative way to achieve the consumer's stated goals or outcomes. A request for funding can be made by any consumer, or the consumer's authorized representative, to utilize non-traditional providers for services as approved in the RHCS Regional Management Plan. Non-traditional providers may be subject to certain licensing, certification, accreditation or other state approval standards.

Each service provider shall provide monthly billing invoices within 60 days of service provision, and other information requested of the provider for utilization review. The monthly billings shall include the following information:

- Name and unique identifier of each individual served during the reporting period.
- Dates of service
- Number of units of service delivered to each individual served.
- When requested, attendance records.
- Unit rate and total cost of the units provided to each individual. Copayments or other charges billed to other sources shown as deductions on the billing.
- Actual amount to be charged to the Region for each individual for the period.

RHCS staff shall review the billings and additional utilization information in comparison with service funding authorizations in place. Non-emergency services delivered without service funding authorization shall be deducted from the billing.

All eligible bills shall be paid within 60 days of receipt of required documentation unless unforeseen circumstances exist.

No billings received more than 60 days after the close of the fiscal year in which the service was provided shall be considered for payment by RHCS unless there is a statutory obligation or unforeseen circumstances exist as approved by the CEO. Fiscal year for RHCS is July 1-June 30.

It is the intent of RHCS that only RHCS staff shall authorize services for residents of the RHCS region. Due to that, it is the policy of RHCS that if another county, region, or the State, determines residency in error or approves services for persons who do not have residency in their region, RHCS may not assume retroactive payment. When written notification is received by RHCS of the error, RHCS staff shall authorize services according to the policies and procedures set forth in this manual.

