STATE OF TENNESSEE
DEPARTMENT OF FINANCE AND ADMINISTRATION
DIVISION OF INTELLECTUAL DISABILITIES SERVICES
ANDREW JACKSON BUILDING, 15TH FLOOR
500 DEADERICK STREET
NASHVILLE, TN 37243

MEMORANDUM

MEMO # 0135

DATE: March 9, 2010

TO: C.J. McMorran
John Craven
Kathleen Clinton

FROM: James R. Finch, Ed.D.
Deputy Commissioner

SUBJECT: Policy on Amending the Initial Plan of Care before Development of the ISP

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Attached is Policy # P-020 entitled ***Amending the Initial Plan of Care before Development of the ISP***. This policy establishes a new process for handling requests for authorization of waiver services provided through the Medicaid Home and Community-Based Services (HCBS) waivers in the interim between enrollment in the waiver and development of the comprehensive Individual Support Plan (ISP).

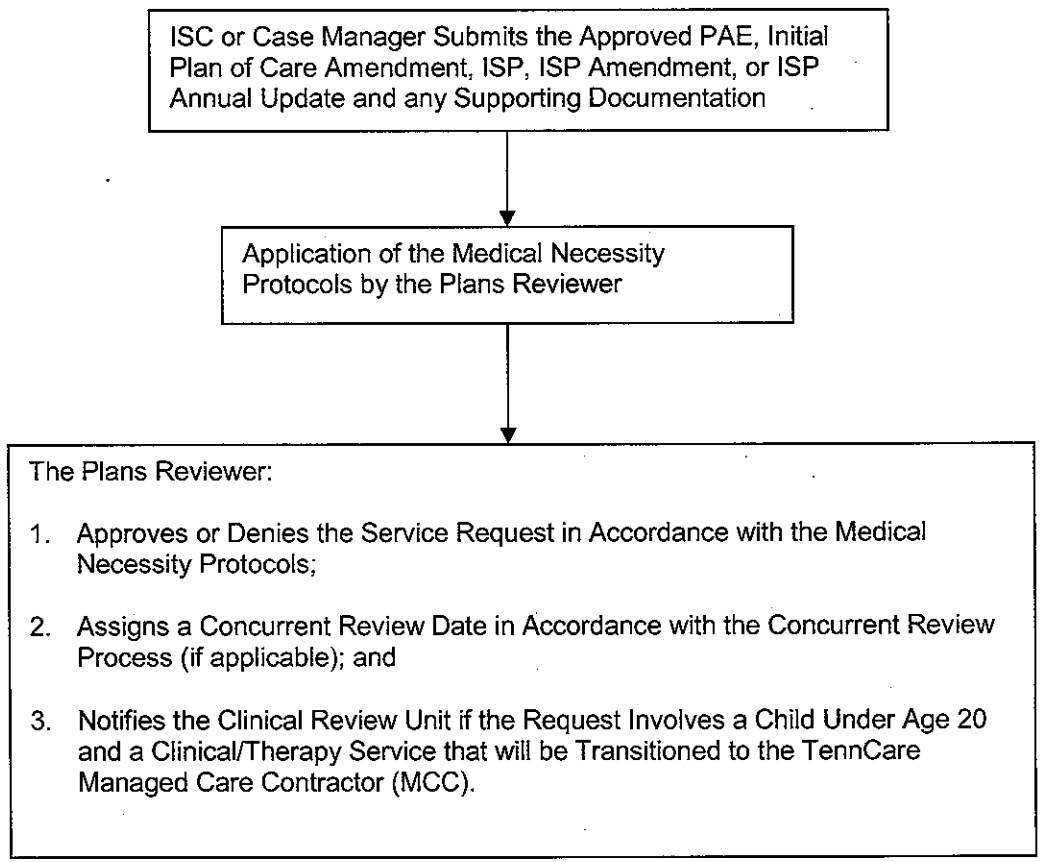
Also attached is a revised protocol flowchart entitled "***Review Process Using Medical Necessity Protocols.***" This protocol has been updated to reflect the terminology used in Policy # P-018

Please implement the new policy and the revised protocol immediately and distribute them to appropriate staff and to Independent Support Coordination agencies and other service providers.

JRF:wlm

Attachments (2)

Review Process Using Medical Necessity Protocols

The review process using the medical necessity review protocols is applicable to all three Home and Community Based (HCBS) Services waivers. Protocols will be applied to the following:

1. The Pre-Admission Evaluation (PAE) - the Initial Plan of Care approved by TennCare before development of the comprehensive ISP);
2. Amendments to the Initial Plan of Care
3. The comprehensive Individual Support Plan (ISP);
4. ISP Amendments; and
5. The ISP Annual Update.