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|   |  | OFFICE OF BUDGET, CONTRACTS & BUSINESS SERVICES DIVISION OF DEVELOPMENTAL DISABILITIES SERVICES |

#  OBCBS ALERT 16-01

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|   | FY16 APPENDIX A & APPENDIX A-1 SUMMARY OF CHANGES |

This alert letter will serve as a high level summary of changes incorporated into the FY16 Appendix A & Appendix A-1 to the DDDS Day and Residential contracts. We hope this summary will facilitate the contract review process.

DDDS made the following changes to Appendix A (For Day & Residential Providers)

* **DMAP Manual Link:** A refreshed hyperlink was inserted on page one of Appendix A to ensure correct routing to the DMAP Manual.
* **Provider Cost Reports**: DDDS no longer requires Day Program Providers to submit cost reports as current reimbursement methodology is now based on Medicaid approved rates.
* **Accounting System**: DDDS no longer requires the right to approve accounting systems used by providers as it recognized this language was unnecessary and unenforceable.
* **Waiting Lists:** DDDS clarifies under what circumstances it is appropriate for a Provider to create a waiting list and outlines the expected communication for notifying the Division that the provider has reached capacity.

DDDS made the following changed on Appendix A-1 (For Residential Providers)

* **Site Cost Definition:** DDDS modified the language associated with site costs to be consistent with the revised PM62 language.
* **Client Payments:** DDDS specifies that they are not responsible for uncollected client payments unless the Department is the appointed representative payee.
* **Annual Site Cost & Reconciliation Report:** A refreshed hyperlink was inserted to facilitate location of report template on the DDDS website.