April 8, 2015

MEMORANDUM FOR ALL HOME AND COMMUNITY BASED CARE PROVIDERS

FROM: Celesta Hartgraves, Director
Division of Senior and Disability Services

SUBJECT: 2015 Provider Update Meetings

The Missouri Medicaid Audit and Compliance Unit (“MMAC”) has scheduled provider update meetings for all Home and Community Based Services (HCBS) providers for calendar year 2015. HCBS providers include: In-Home Service (IHS) providers, Consumer Directed Services (CDS) vendors, Residential Care Facilities (RCF)/Assisted Living Facilities (ALF) and Adult Day Care (ADC).

Two sessions are being offered to allow maximum participation. Each session will be three days long and the same agenda is presented each day during the session. However, each session will cover different topics. **HCBS providers are only required to attend one day during either Session 1 or Session 2.** Pre-registration is not required. Meetings will be held at the Harry S. Truman Building, 301 West High St., Room 490/492, Jefferson City, MO 65101. The dates are as follows:

<table>
<thead>
<tr>
<th>Session 1</th>
<th>Session 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday, April 21, 2015</td>
<td>Wednesday, October 7, 2015</td>
</tr>
<tr>
<td>10:00 AM to 2:30 PM</td>
<td>10:00 AM to 2:30 PM</td>
</tr>
<tr>
<td>Wednesday, April 22, 2015</td>
<td>Thursday, October 8, 2015</td>
</tr>
<tr>
<td>10:00 AM to 2:30 PM</td>
<td>10:00 AM to 2:30 PM</td>
</tr>
<tr>
<td>Thursday, April 23, 2015</td>
<td>Friday, October 9, 2015</td>
</tr>
<tr>
<td>10:00 AM to 2:30 PM</td>
<td>10:00 AM to 2:30 PM</td>
</tr>
</tbody>
</table>

**Tentative** topics to be presented include:

- Missouri Medicaid Audit and Compliance Unit (MMAC)
  - New Enrollment/Case Management System
  - Enrollment Requirements
  - Telephony Changes
  - Auditing Standards
• Timesheet Requirements  
• Provider Investigations  
• HCBS Provider Updates  
• Screening Requirement Review  
• Contact Information and Resources  

➢ Missouri Department of Health and Senior Services (DHSS)  
  • Division of Senior and Disability Services (DSDS) updates  
  • Division of Regulation and Licensure (DRL) updates  

➢ MO HealthNet Division (MHD)  
  • Provider Education, Training and Resources  
  • Frequently Asked Billing Questions  

Additional information:  

➢ The IHS provider is responsible for maintaining proof of attendance in the certified manager’s personnel file.  
➢ Attendance at any one of the sessions listed above will fulfill the requirement in 19 CSR 15-7.021(14)(D).  

Any questions regarding this memorandum should be directed to MMAC - Provider Contracts via e-mail at mmac.ihscontracts@dss.mo.gov.