

# **Harvey-Marion County CDDO Service Area Policy/Procedure**

**Policy No: 011**

**Subject: Continuity and portability of services**

**Ref: K.A.R. 30-64-28, KDADS-CDDO policy on portability**

**Effective Date: March 2009**

**Revision Date: June 2014**

**Purpose:** Assure that any Kansas resident who has funding for community-based developmental disability services, can move within the state and retain their funding for community-based developmental disability services in their new location.

**Intended outcome:** Continuity of funding for HCBS IDD for recipients who move within the state of Kansas.

**Policy:** Harvey-Marion County CDDO follows KDADS policy and contract requirements for continuity and portability of HCBS I/DD supports for any funded person from the Harvey-Marion County CDDO area who desires to move to another CDDO area; Harvey-Marion County CDDO arranges services for any person who desires to port their HCBS I/DD waiver service funding from another CDDO area to Harvey or Marion counties.

## **Procedure:**

1. For persons funded with HCBS I/DD waiver funds, who desire to move from the Harvey-Marion County CDDO area to another CDDO area:
  - a) The Executive Director/designee of Harvey-Marion County CDDO will execute a transfer agreement meeting requirements of current KDADS-CDDO policy and contract requirements on portability, and send it to the CDDO serving the county where the person plans to move, along with eligibility determination documentation, functional assessment, and Integrated Service Plan information.
  - b) The Functional Assessment Coordinator coordinates transfer of information in KAMIS to the receiving CDDO.
2. For persons funded with HCBS I/DD waiver funds, who desire to move to the Harvey-Marion County CDDO area from another CDDO area:
  - a) Upon receipt of transfer information from the person's home CDDO that meets requirements of current KDADS-CDDO policy and contract requirements, documentation of eligibility determination, functional assessment, and Integrated Service Plan, the Executive Director/designee will impartially provide information on available services and providers, and arrange for provision of services with the selected provider(s) in cooperation with the MCO.
  - b) The Functional Assessment Coordinator will coordinate transfer of the person's information in KAMIS from the sending CDDO