

THE ECKAAA-CDDO SERVING COFFEY, OSAGE AND FRANKLIN COUNTIES
Policies and Procedures

SUBJECT: State Aid Funding Access Policy

EFFECTIVE: 5/1/2017

SECTION: 620A

PAGE: 1 of

SUPERCEDES: none

R1 Dated 2/6/2017

Policy:

The East Central Kansas Area Agency on Aging Community Developmental Disability Organization (ECKAAA-CDDO) will serve at least 25% of all consumers who are on the DD waiver wait list or who score a Tier 0 on the functional assessment for our three county area with State Aid Funding.

Procedure:

1. At the beginning of each fiscal year, the CDDO will calculate the number of people in the CDDO catchment area who are on the DD waiting list or who have tiered 0 on the functional assessment. The CDDO will then take 25% of that number as a baseline for service provision funding. This will be the baseline number.
2. The maximum possible amount of State Aid Funding for the year per person, as a baseline, will be calculated by setting aside a pre-determined amount of the total allotment to the CDDO for an emergent/flex fund. The amount after the emergent/flex fund allotment will be divided by the baseline number to derive the maximum amount of funding that one person can receive in State Aid Funding for the entire year.
3. State Aid requests can be made at any time to the CDDO. State Aid requests will be paid on a monthly basis. Providers shall remit all prior month's billing invoices to the CDDO Coordinator and to the CDDO Fiscal Manager by the 7th of month following the billing month. Providers shall not bill for services occurring prior to the State Aid approved agreement, or for services beyond the amount of the approved State Aid agreement.
4. The maximum amount of State Aid paid out in a single quarter of the fiscal year will be 25% of the total CDDO State Aid allotment.
5. State Aid agreements can be cancelled due to the person's non-usage within a 30 day consecutive period, or by non-usage within the first 30 days of State Aid approval, unless the person indicates in writing why the services were not accessed as stated in the agreement, and also indicates a continued need for the services.
6. State Aid funded services are subject to the same Quality Assurance standards and review as HCBS funded services (and other licensed services like Targeted Case Management).