

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

**Policy No: 006**

**Subject: Implementation Responsibilities – Funding Plans of Care**

**Ref: K.A.R. 30-64-22**

**Effective Date: March 2009**

**Revised: October 2011 , June 2014**

**Purpose:** Establish written protocol for Discretionary Funding Plans in the Harvey-Marion County CDDO area.

**Intended Outcome:** Timely coordination of prior authorization submission and approval for service delivery and provider reimbursement.

**Policy:** Case Managers are responsible for following service area procedures for development, submission, and revision of Discretionary Funding Plans.

### **Procedure for Discretionary Funding Plans:**

1. Individuals funded through Discretionary Funding will have a Discretionary Funding Plan developed by the Harvey-Marion County CDDO through the Case Manager in collaboration with the person served, guardian when applicable, and support team, including MCO Care Coordinator as applicable.
2. The case manager is responsible for obtaining signatures of the person served, and the guardian when applicable, on the paper Funding Plan, maintaining the signed document in the person's case record, and providing copies to the person, guardian, and service provider as applicable.
3. Each person's discretionary funding commitment is for the current fiscal year only. Renewal is subject to review of individual need, and availability of funding.
4. If discretionary funding to Harvey-Marion County CDDO is reduced or eliminated during the fiscal year, the discretionary funding commitment to the individual may also be reduced or eliminated during the fiscal year.