



Autism Waiver Transitioning Youth 2021 Guidance

Background:

During the COVID-19 pandemic the Developmental Disabilities Administration (DDA) has published guidance related to the [Transitioning Youth Processes](#) that address recommended meetings and contact with the person currently enrolled in the Autism Waiver and their team to evaluate supports and services available. The responsibilities of a Maryland State Department of Education (MSDE) Autism Waiver (AW) Service Coordinator (SC) and the DDA Coordinator of Community Services (CCS) are to inform, assist, locate, and apply for services and supports for youth aging out of the AW.

The AW program was able to submit an emergent amendment to the waiver via a section called [Appendix K](#) which allows for flexibility in administering services during a state or national emergency. A provision of the [Autism Waiver Appendix K](#) includes the ability to continue those waiver services for DDA eligible Transitioning Youth (TY) through the duration of the state of emergency. This means AW participants who would otherwise be disenrolled from the AW on June 30th can remain in the AW even though they have concluded their entitled educational services.

To support AW TY and their families in making an *informed decision* as to whether to disenroll from the AW June 30th or to continue in the AW and transition at a later date, the following process shall be implemented.

Process and Requirements:

1. The MSDE and DDA will provide a list of eligible AW TY to each CCS agency and SC agency.
2. The assigned SC shall:
 - a. Review the AW Plan of Care and the current expressed services needs of the youth to identify opportunities to increase the current level of AW services and seek new additional AW services to support their needs over the next several months.
 - b. Contact the current AW providers to obtain current scope and level of services being provided and options for increase or new services:
 - i. Service(s): Intensive Individual Support Services (IISS), Therapeutic Integration (TI), Intensive Therapeutic Integration (ITI), Respite Care (RC), Residential Habilitation (RH), Adult Life Planning (ALP), Family Consultation (FC), and Environmental Accessibility Adaptations (EAA)

- ii. Type of support per service: (i.e. Remote Supports, Direct face-to-face, or both)
- iii. Level of support per service: (i.e. Number of hours and days pers week)
- iv. Transportation supports: (i.e. As part of the waiver service availability and time frame as applicable)
- v. Target Start date for new or service increase per service:

Note: ***AW participants with a July 1st DDA Waiver enrollment effective date are to be prioritized first.***

3. The assigned CCS shall:
 - a. Review the Person-Centered Plan (PCP) and notes related to the identification and/or selection of DDA service providers;
 - b. Contact the selected DDA provider(s) to obtain current scope and level of services offered for the TY including:
 - i. Service(s): (e.g. Supported Employment, Community Development, Day Hab, etc.)
 - ii. Type of support per service: (i.e. Remote Supports, Direct face-to-face, or both)
 - iii. Level of support per service: (i.e. Number of hours and days pers week)
 - iv. Transportation supports: (i.e. As part of the waiver service availability and time frame as applicable)
 - v. Target Start date per service:

Notes:

(1) AW participants with a July 1st DDA Waiver enrollment effective date are to be prioritized first.

(2) Service options offered prior to the pandemic may no longer be available at this time. The DDA providers may be supporting people via remote, virtual, and other direct support methods due to the COVID-19 pandemic affecting site based services. Hours, duration, and method of support may vary depending on the individual provider's capacity.

4. The SC and CCS shall share information with each other related to their findings and document on the chart included on page 4 of this guidance. This chart should also be included in the participants record.
5. The CCS and SC shall coordinate a time and date for a joint conference call with the TY and family. The conference call shall be conducted as soon as possible and prior to June 26, 2020. During the call they are to share:
 - a. All the service options available under each Waiver program in order for youth to consider when making decisions as to when to transition from the AW to the DDA waiver;

- b. Participants in that have not completed the DDA Waiver application process may choose to remain in the AW;
 - c. Remaining in the AW during this state of emergency will not jeopardize the opportunity to apply for the DDA TY services at a later time when services and supports will better meet their current needs; and
 - d. The CCS and SC will support and coordinate service options and provide information and assistance as needed.
6. If the TY's decision is to remain in the Autism Waiver at this time and their DDA Waiver application has already been approved for a July 1st date, the decision must be communicated as soon as possible, but **no later than June 26, 2020**, so that the DDA can advise the Department's Eligibility Determination Division (EDD) to disenroll the person from the DDA Waiver so they can remain in the AW at this time.
 - a. The CCS and SC should track decisions and immediately report as provided below.
 - b. The CCS and SC shall document in the case notes this decision including *LTSSMaryland* as applicable.
 - c. The CCS and SC shall immediately inform the DDA and the MSDE by submitting a secure email directly to micheale.keenan@maryland.gov and omoyemen.alli@maryland.gov as follows:

Subject Line: AW Transition - (insert participant's LTSS ID #)

Message: "I spoke with (insert the participant's name or authorized representative) on (insert date) and (insert participant's name and LTSS ID#) has decided to delay their transition from the Autism Medicaid Waiver into a DDA Medicaid Waiver program at this time.
7. The DDA Federal Programs unit will immediately notify the appropriate staff within the Eligibility Determination Division (EDD) until notification.
 - a. An *LTSSMaryland* Authorization to Participate (ATP) for disenrollment for the following technical reason will be submitted:
 - You have chosen to enroll in another Medicaid 1915(c) Home- and Community-Based Waiver.
 - b. Staff will in the "Specify: *" data field "The Individual has chosen to remain in the Autism Waiver."
8. The EDD case worker shall immediately take required actions to change the AW disenrollment date within MMIS and *LTSSMaryland*.

Autism Waiver Transitioning Youth 2020 Service Options

Autism Waiver Service Delivery Options

Service:	Type of Support	Level of Support	Transportation Support (As part of the waiver service)	Target Start Date
Intensive Individual Support Services				
Therapeutic Integration				
Intensive Therapeutic Integration				
Respite Care				
Residential Habilitation				
Adult Life Planning				
Family Consultation				
Environmental Accessibility Adaptations				

DDA Service Delivery Options

Service:	Type of Support	Level of Support	Transportation Support (As part of the waiver service)	Target Start Date