

P O L I C Y

I S S U A N C E

KANSAS DEPARTMENT ON AGING

FINAL

To: Secretary's Office, Program and Policy, Administrative Services, Licensure, Certification, and Evaluation

Legal, Administration on Aging, KHPA, Provider Associations

Stakeholders: PSA 01-07, PSA 08-11, CME 5790-6817

Field Services Policy #: FS 2010-06
From: Patsy Samson
Date: 09/24/10

RE: Case Management Services and Senior Care Act Program

Policy Issue: Add case manager reporting and follow-up requirements for suspected incidence of customer abuse, neglect, and exploitation (ANE); clarify case management provider conflict-of-interest policy; update functional eligibility requirements for Senior Care Act (SCA) services; add Medication Setup as an allowable SCA service; update SCA requirements for self-directed care; and revise SCA record retention requirements.

Check Appropriate Process:

Standard Policy Process, KDOA/KHPA Policy Process, Expedited Policy Process

Policy Implementation Through:

KDOA, KHPA, MMIS Fiscal Agent (HP Enterprise Services)

KDOA Contact Person(s): Angel Nott (785-368-7323) and Jennifer Springer (785-296-6448)
KHPA Contact Person(s): N/A

Related References/Processes:

Related Policy Number(s): N/A
Superseded Policy Sections 3.1 and 3.6; SCA Physician/RN Statement
K.A.R. Change Required? Yes
KDOA Policy Manual Change? Yes
If yes: What Reference #(s) K.A.R. 26-8-2 (Functional Eligibility)
Date to initiate revision November 1, 2010
Proposed effective date May 1, 2010

**State Plan Change Required?** No  
*If yes:* What section #(s) \_\_\_\_\_  
Submission Date: \_\_\_\_\_

Transmittal Number (TN): \_\_\_\_\_  
Supersedes Transmittal Number: \_\_\_\_\_

**Waiver Amendment Required?** No

**Routing Information:**

Internal Route Date: 07/09/10  
Field Route Date: 07/09/10  
KHPA Route Date: 07/09/10  
KHPA Approval Date: N/A

Internal Comments Due Date: 08/09/10  
Field Comments Due Date: 08/09/10  
KHPA Comments Due Date: 08/09/10  
**KDOA Approval Date:** N/A

**Training Required?**

KDOA Central Office: No  
AAA/CME Staff: Yes  
Customer Education: No

KDOA Field Staff: Yes  
Contracted Case Managers: Yes

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Rationale for Change: Renewal of the HCBS/FE waiver in 2010 prompted change to case manager reporting and follow-up requirements for suspected incidence of customer abuse, neglect, and exploitation. Senior Care Act policies are being updated and more closely aligned with similar HCBS/FE waiver policies, which were revised following stakeholder feedback. KDOA's record retention policies are being realigned and other outdated policies are being updated or deleted. In addition, clarification and reformatting changes have been made to enhance user comprehension.

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**Final Policy:** This policy will become effective October 1, 2010.

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Approved  Disapproved

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/s/\_\_\_\_\_  
Secretary of Aging

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09/24/10  
Date