

F/EA-FMS Information Session FAQ's

- 1. Is it now mandatory for consumer employers to have criminal background checks performed? Can the participant hire a family member with a criminal background?**

Yes, effective July 1st, 2008, criminal history background checks are required for all individuals performing personal assistance services. If a participant chooses to self-direct his or her services, he or she has the right to employ a worker regardless of the outcome of the background check. Participants using the Consumer Employer model of service may choose to have a criminal background check completed on individuals who were hired before the date of July 1, 2008.

- 2. How long does it take to get Pennsylvania State Police criminal background history back?**

There are two methods of requesting a criminal record. First the F/EA may submit an online request using the web-based application called "Pennsylvania Access To Criminal History" (PATCH). Using this system, the F/EA can apply for a criminal background check on an individual. Eighty-five percent of the time, "No Record" certificates are returned immediately through the Internet to the requester. All other responses typically take two to three weeks. Secondly, the F/EA may submit the Criminal History Request Form – SP4 – 164. Response time is generally two to three weeks from receipt of the request.

- 3. Do all participants have to meet waiver eligibility guidelines?**

Yes, to be eligible to receive services under a waiver a participant must meet that waiver's eligibility guidelines.

- 4. How often does the Fiscal/Employer Agent (F/EA) need to send a budget report?**

For those participants exercising budget authority (Services My Way), the F/EA must generate monthly financial reports and distribute to participants, Care Managers/Service Coordinators, and the Office of Long-Term Living (OLTL). These monthly financial reports should describe current monthly, quarterly and year-to-date the amount of participants' spending plan; wages, taxes and insurances paid; non-labor related payments processed and paid; and the total amount of the spending plan remaining.

5. What is the cap on Service My Way (SMW)?

The “cap” is the participant’s individual budget amount; the calculated value of the individual service plan (ISP). The participant may use his or her budget to choose and hire support workers and to purchase goods and services that assist the participant to meet his or her needs and enhance his or her ability to live in the community. The budget is flexible meaning the participant has significant choice in the allocation of his or funds between hiring support workers and making purchases.

6. What are the counties that are rolling out SMW in March?

The OLTL plans to begin offering SMW in Philadelphia, Delaware, Lycoming and Clinton counties in March 2010.

7. Has this copy of the presentation been distributed?

The recordings for the webinar on 1/26/2010 and 1/28/2010 are now available on the LTLTI Resources web page along with the associated documents covered in the webinar. You can access them by clicking the following link:

<http://www.ltltrainingpa.org/resources/index.cfm>

8. What does the Care Manager/Service Coordinator need from the F/EA regarding service authorization and how many units?

Under the SMW service model, the Care Manager/Service Coordinator is still responsible for developing the service plan and authorizing units of service. The Care Manager/Service Coordinator is also responsible for authorizing the participant’s spending plan. It is the F/EA’s responsibility to pay the participant’s workers and to pay invoices for any goods and services as authorized on the spending plan by the Care Manager/Service Coordinator, OLTL and the Participant.

9. Could you review the time frame for when F/EA's are required to be certified? Also, are there established rates at this time and is there an effective date established?

The OLTL will be communicating to stakeholders the time frame for F/EAs to become certified or have an approved Standards Implementation Plan (StIP) in the near future. As part of this communication, the OLTL will be including a standardized rate and advising all F/EA providers when the new rate will take effect. Until the new Financial Management Services (FMS) rate has been established and implemented, providers should continue billing the current monthly FMS service fee in the Aging and Attendant Care waivers.

10. Are all AAA's authorized to utilize the SMW model?

No, Services My Way (SMW) is initially being rolled out as a pilot program in 21 counties. Currently Area Agencies on Aging (AAA) in Beaver, Blair, Bradford/Sullivan/Susquehanna/Tioga, Cameron/Elk/McKean, Cumberland, Erie, Indiana, Somerset, Washington/Greene/Fayette, and Venango counties may offer Services My Way. In March, the OLTL plans to begin offering SMW in the remaining four counties of Philadelphia, Delaware, Lycoming and Clinton. It is the goal of the OLTL to offer SMW across the Commonwealth. Over the next several months, the OLTL will be evaluating the initial phase-in counties and developing a rollout strategy for the remaining counties across the Commonwealth.

Note: The remainder of the questions submitted will be answered and posted at a later date.