



COMMISSIONER  
Adelaide Horn

March 21, 2008

To: Relocation Contractors

Subject: Information Letter No. 08-37  
Implementation of Money Follows the Person Demonstration (Demonstration);  
Referral of Nursing Facility Residents to Relocation Contractors; and Responsibilities  
of Relocation Contractors under the Demonstration

This information letter summarizes recent policy changes related to implementation of the Demonstration, referral of nursing facility residents to relocation contractors, and the relocation contractor responsibilities under the Demonstration. The following policy changes are:

January 8, 2008	RLS 08-01-004 - Community Based Alternatives (CBA) Money Follows the Person Demonstration Initiative – Referral to Relocation Contractor.
January 24, 2008	RLS 08-01-008 - Money Follows the Person Demonstration for Community Based Alternatives (CBA).
January 31, 2008	IL 07-109 - Money Follows the Person Demonstration Eligibility and Participation. Community Living Assistance and Support Services (CLASS) and Deaf-Blind with Multiple Disabilities (DBMD) Medicaid Waivers.
January 31, 2008	RLS 08-01-009 - Money Follows the Person Demonstration for Managed Care Members.

#### Demonstration Policy Changes to DADS Staff/Managed Care Organizations

Each policy letter instructs Department of Aging and Disability Services (DADS) staff or managed care organizations to make a referral to the appropriate relocation contractor. The initial contact by a relocation contractor is expected to be within 14 calendar days of a request for service. The policy changes pertaining to the Demonstration also provide guidance on program eligibility.

#### Eligibility Criteria for the Demonstration

Please note that this information is only for educational purposes. It is the responsibility of the case manager or service coordinator, not the relocation contractor, to determine program eligibility. To be eligible for the Demonstration, the individual must meet current waiver and MFP policy along with the following eligibility requirements:

- reside continuously in an institutional setting for at least a full six months prior to the eligibility date and be enrolled from a Medicaid certified nursing facility;
- be Medicaid eligible under Title XIX of the Social Security Act;

- transition into a qualified residence, including:
  - a home owned or leased by the individual or individual's family member;
  - apartment with an individual lease which includes living, sleeping, bathing, and cooking areas which the individual/family member has domain;
  - Assisted Living apartment (Service Code 19);
  - Residential Care apartment (Service Code 19A);
  - Adult Foster Care home (no more than 4 unrelated individuals living in the home);
- have an Informed Consent for Participation form signed by the individual or guardian/legally authorized representative (LAR), and HMO/ ICMC staff after explanation of the Demonstration and prior to delivery of services;
- (if applicable) include the guardian/LAR in the actual transition planning; and
- (if applicable) reside in a STAR+PLUS or Integrated Care Management (ICM) service area.

For the Demonstration, an institutional setting is defined as a nursing facility, intermediate care facility for the mentally retarded (ICF/MR) facility, hospital, or state hospital. The six month residency rule may be met by a continuous stay in a combination of the settings.

**For example:** A Demonstration participant may have resided continuously in a nursing facility for three months, in a hospital for two months, and then re-entered the nursing facility for another month. This would meet the six month residency rule for the Demonstration.

#### Relocation Contractor Responsibilities under the Demonstration

Current language in the relocation contracts indicates that contractors will be required to maintain contact with individuals relocated from nursing facilities for a minimum of 90 days following the relocation. By definition, individuals in the Demonstration have complex functional/medical needs and may require more frequent follow-up activities.

Under the Demonstration, relocation specialists will maintain contact with people that relocate from nursing facilities for a minimum of seven post-transitional contacts, in compliance with the following schedule: one every week for the first month, every two weeks for the second month, once a month for the third month and thereafter as needed. The purpose of these contacts is to ensure that individuals are receiving appropriate services and to assist with adjustments in service needs. The type of contact (e.g., face-to-face, telephone, collateral) will be determined on an individual basis. A Demonstration participant may refuse relocation services at any time.

In the event you have any questions regarding your relocation contract, please contact Theresa Tobin, Program Specialist, at (512) 438-4970. Information on the Demonstration, the Texas Money Follows the Person Operational Protocol can be viewed at the Texas Promoting Independence website: [http://www.dads.state.tx.us/providers/pi/mfp\\_demonstration/index.html](http://www.dads.state.tx.us/providers/pi/mfp_demonstration/index.html).

Sincerely,

*[signature on file]*

Tommy Ford  
Acting Director  
Community Services

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