

## O-Service Review Panel (SRP) Referrals

### O-100 Overview

Support Coordinators (SCs) must submit possible denials/discharges to OAAS RO for recommendations.

OAAS RO sends the following cases to OAAS State Office Service Review Panel (SRP) for further recommendations:

#### **Involuntary Denials/Discharges from Community Choices Waiver (CCW) or Adult Day Health Care (ADHC) waiver:**

- Health and welfare of the individual cannot be assured through the provision of waiver services.
- Failure on behalf of the individual to maintain a safe and legal home environment.
- It is not cost effective or appropriate to serve the individual in the waiver.

#### **ADHC to CCW Transitions:**

- Transitions from Adult Day Health Care (ADHC) Waiver to Community Choices Waiver (CCW) due to a physical decline (Refer to Waiver Procedures Manual, OAAS-MAN-13-007, Section L).

#### **Expedited Community Choices Waiver:**

- Expedited Community Choices Waivers (Refer to Expedited Community Choices Waiver policy and protocol, OAAS-ADM-12-005).

#### **Individual Responsibility Agreement (IRA):**

- If RO cannot assure health and welfare, RO submits an IRA referral with supporting documentation to the SRP (Refer to IRA policy, OAAS-ADM-12-004).

**Protective Services Priority Offers for Community Choices and ADHC Waivers:**

- Adult Protective Services (APS) or Elderly Protective Services (EPS) may submit protective services cases to SRP for review for a priority waiver offer (Refer to OAAS-MAN-13-004).

**Nursing Facility (NF) Transition Service Hour Allocation of Resources (SHARe) Exception:**

- SRP may approve a one-time SHARe exception to cover the costs of certain non-recurring services to allow a CCW participant to transition from a NF to the community (Refer to Waiver Procedures Manual, OAAS-MAN-13-007, Section L).

**SRP Follow-Ups:**

- Carry-over cases with follow-up from a previous SRP review.

**SRP Input or Guidance:**

- RO may submit cases to SRP for general input and guidance from the panel.

**O-110 Procedures**

SC will:

- Process the waiver case as outlined in the manual.

If the SC has an involuntary denial/discharge, ADHC to CCW transition, IRA or NF SHARe exception, the SC will forward the request and supporting documents (POC packet, narrative, letters from physicians, IRA form, EAA assessment and bids, etc.) to RO.

RO will:

- Review the documents.

- Complete the ***Service Review Panel (SRP) Referral*** form on SharePoint.
- If applicable, include the MFP Transition Coordinator's recommendation on the case.

RO manager/supervisor will:

- Review the SRP Referral form, include recommendations or input, along with all necessary documentation, and if complete, approve on SharePoint.

**NOTE: Only information that is needed to assist in the determination should be submitted to SRP. The entire case record is not needed.**

SRP will make a decision, and the SRP Coordinator will record the decision on SharePoint. The RO Manager will be electronically notified of the case determination and any action needed.

For waiver denials/discharges approved by SRP, RO and SC will follow Denial/Discharge procedures as outlined in the Waiver Procedures Manual, OAAS-MAN-13-007.

For approved ADHC to CCW transitions, the SRP Coordinator will notify the Data Management Contractor (DMC). The DMC will send the participant a waiver offer via US postal mail. (Refer to Waiver Procedures Manual, OAAS-MAN-13-007, Section F)

For approved Expedited Community Choices Waivers, the SRP Coordinator will notify the DMC. The DMC will send the waiver offer to RO for hand delivery to the participant.

For approved Protective Services Priority Offers the SRP Coordinator will notify the DMC. The DMC will send the participant a waiver offer via US postal mail.