

# OCDD Provider Meeting

## FY 26, Quarter 2

## Introduction

- ▶ All phones are muted except for panelists
- ▶ Only agenda topics will be discussed
- ▶ Chat is disabled, but Q&A allowed for topics being discussed
- ▶ Email any Q&A not related to agenda topics to email at bottom of slide

# Agenda

- ▶ Act 421 and 90L's
- ▶ APS Process Timelines
- ▶ CIR Reporting and Follow-up Notes for Timely Closure
- ▶ Provider Monitoring for Documentation and Corrective Action Plans
- ▶ Involuntary Discharge Responsibilities
- ▶ Span Date Billing for S5125 services in OCDD Waivers
- ▶ Participant Liability / Waiver Spenddown
- ▶ Service Billing Match to LaSRS
- ▶ Community Life Engagement Development

# ACT 421-CMO and 90L's

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# ACT 421-CMO while Children's Choice Certification is in Process

- ▶ Initial linkage to Children's Choice Waiver may result in a pend to ACT 421-CMO
- ▶ May be Approved for Medicaid through ACT 421-CMO until Certified for Waiver
- ▶ When Child Pends to ACT 421-CMO, program needs completed 90L
- ▶ ACT 421-CMO checks "Working Plan of Care" in LaSRS for the 90L
- ▶ If not in LaSRS, ACT 421-CMO will reach out to Support Coordinator for 90L if it has been completed
- ▶ Once 90L is received, Medical Eligibility Determination Team (MEDT) will complete disability determination review
- ▶ May save time in the overall certification process for Children's Choice

# Reports to Adult Protective Services -

## Health Standards - Wanda Warner

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# Critical Incident Reports - Timely Follow-Up for Closure - Alyssa Matthews

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## Visual Workflow for Direct Service Provider Agencies (DSPAs) and Support Coordination Agencies:

DSPA Key Responsibilities in Critical Incident Reporting

<https://ldh.la.gov/assets/docs/OCDD/SIMS/DSPWorkflowUpdated041725.pdf>

SCA Key Responsibilities in Critical Incident Reporting:

<https://ldh.la.gov/assets/docs/OCDD/SIMS/SCWorkflow032025.pdf>

Questions can be sent to [SIMSWaiver@la.gov](mailto:SIMSWaiver@la.gov)

Visit OCDD's dedicated webpage on critical incident reporting by scanning the QR code

or

navigating to: <https://ldh.la.gov/page/critical-incident-reporting>.



# Provider Monitoring

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## OCDD Standard Service Log / Progress Notes

- ▶ Memo issued on January 13, 2025 requiring use of the OCDD Waiver Service Log/Progress Note form
- ▶ Training provided in January and posted on LDH website
- ▶ All providers are expected to use OCDD Standard Service Log/Progress Notes form
- ▶ If using electronic documentation, it must contain all of the elements of the OCDD Standard Service Log/Progress Notes form
- ▶ Narrative should describe the services provided
- ▶ Examples are provided in training videos.
- ▶ All providers are being monitored for compliance

# Links for Progress Note Training and Forms

- ▶ Power Point for Progress Note Training:

<https://ldh.la.gov/assets/docs/OCDD/Providers/ProviderDocumentationRequirementsTraining013125.pdf>

- ▶ Video for Progress Note Training:

<https://www.youtube.com/watch?v=xHl1lPKnplI> (Click BROWSE YOUTUBE)

- ▶ Progress Note Forms:

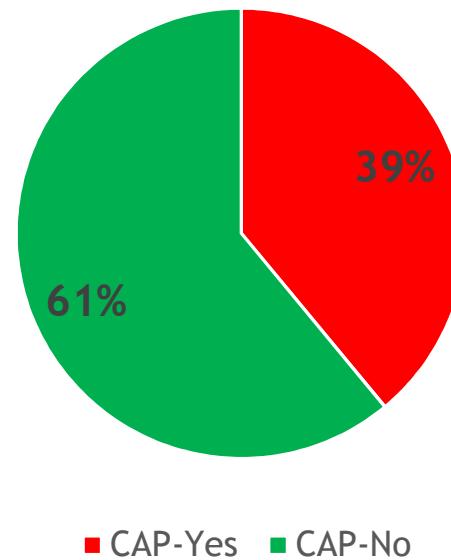
<https://ldh.la.gov/resources?cat=44&d=0&y=0&s=0&q=progress%20note>

Highlight hyperlink, right click, open hyperlink

## Total Reviews Conducted

- ▶ Completed 260 Reviews
- ▶ 102 reviews resulted in the provider needing to complete a CAP
- ▶ 158 of the reviews met compliance requirements - No CAP needed

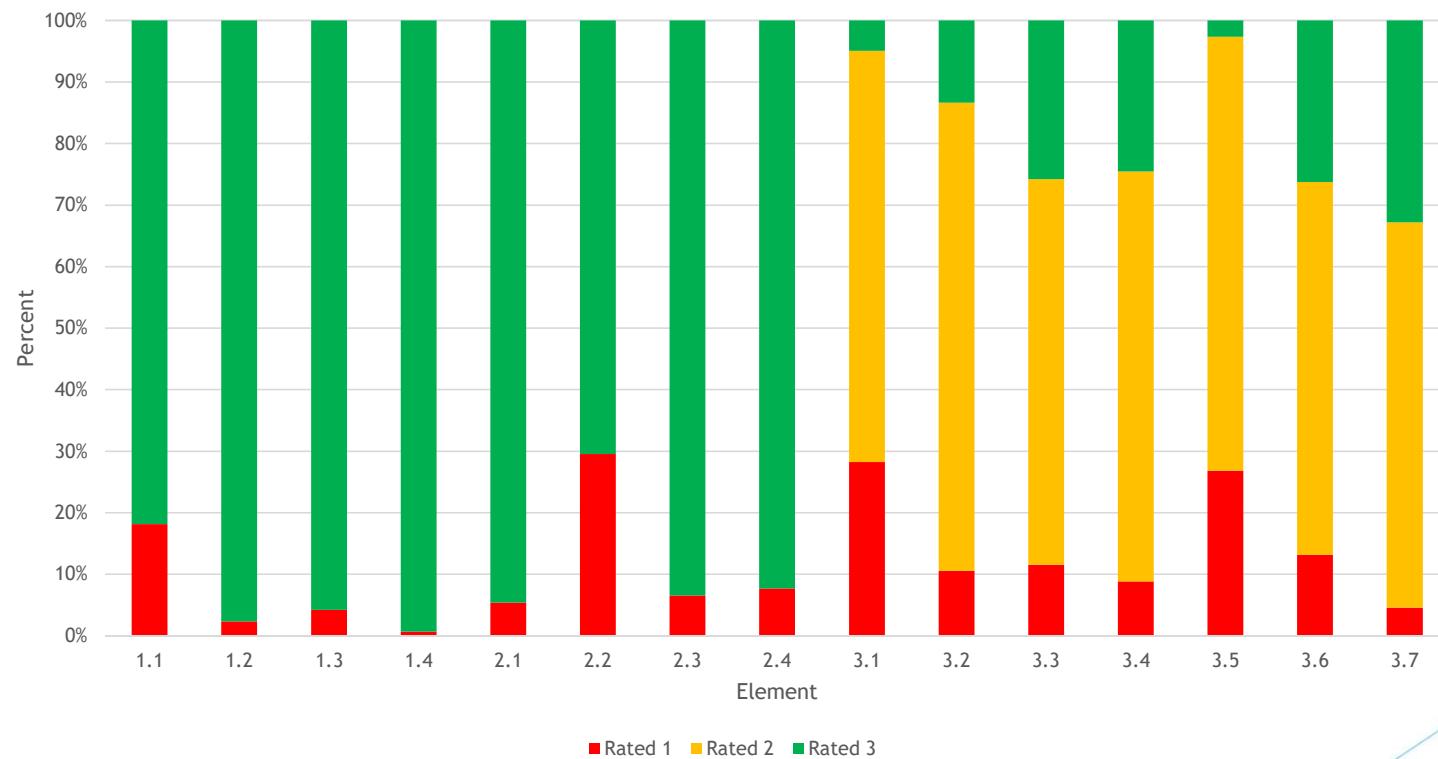
### Provider Required to Develop a CAP



## Results

- ▶ Graph reflects results for the timeframe:
  - ▶ July - November 30
- ▶ Rating of 1 requires a CAP (RED)
- ▶ Rating of 2 Feedback/Education (Yellow)
- ▶ Rating of 3 element met no additional action needed (GREEN)

# Results



# Description of Elements

- ▶ **1.1 Notes present for all shifts**
- ▶ **1.2 Current Plan of Care in record**
- ▶ **1.3 Provider Attachments in record**
- ▶ **1.4 Revisions to Plan of Care in record**
- ▶ **2.1 Progress Notes Match EVV record (staff and person)**
- ▶ **2.2 Progress Notes time Match EVV in LaSRS**
- ▶ **2.3 Progress note for each shift**
- ▶ **2.4 Progress note contains appropriate signatures**
- ▶ **3.1 Activities of Daily Living**
- ▶ **3.2 Relationship and Community Activities**
- ▶ **3.3 Education/Work/Social Roles**
- ▶ **3.4 Appointments**
- ▶ **3.5 Progress Notes/Descriptions**
- ▶ **3.6 Challenges/Barriers**
- ▶ **3.7 Deviations in Schedule**

***Note: Items in red most common issues resulting in a CAP***

# Corrective Action Plans

- ▶ The elements of a good corrective action plan will address the following:
  - ▶ Does proposed action address the problem that was identified with the progress notes that did not meet requirements?
  - ▶ Does proposed action include steps to address supervisory actions or oversight that **should have occurred** to capture/identify problems
  - ▶ Does proposed action include steps to adjust any quality monitoring and review of progress notes to avoid the problem in the future?
  - ▶ Does plan timeframe appear reasonable to address the action; sufficient time and quick enough to address as soon as practical?
  - ▶ Does the proposed action from the provider include review and adjustment if needed for new staff training to reduce likelihood of similar problems in the future?

# Involuntary Discharge from an Agency - Guidelines

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# Involuntary Discharges from an Agency

## Provider Responsibilities

- ▶ Work with beneficiary to resolve issues and give opportunity to correct
- ▶ Individual should know when an involuntary discharge is being considered
- ▶ Request an IDT meeting prior to the involuntary discharge
- ▶ Issue discharge letter in accordance with HCBS Licensing Rule

## Support Coordinator Responsibilities

- ▶ Contact the beneficiary immediately when notified of an involuntary discharge
- ▶ Communicate to the individual their appeal rights to continue with services during the discharge process
- ▶ Offer Freedom of Choice immediately and begin **expedited** search for a new provider
- ▶ Regularly meet with individual to secure a new provider and communicate with the LGE

## LGE Responsibilities

- ▶ Communicate routinely with Support Coordinator on locating new provider

# Span Date Billing for OCDD In Home Services

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## Span Date Billing for S5125 Services

- ▶ Only affects services that start with S5125 in OCDD
- ▶ Can no longer submit a span date on a single claim (i.e., 11/1/25 - 11/15/25 claim date)
- ▶ Effective for Dates of Service 12/1/25 and later
- ▶ Will receive denial code 351 - span date not allowed, must bill per day
- ▶ Does not change the frequency of when you submit your billing
- ▶ Only affects the dates that can be on a single claim

# Participant Liability Income - Waiver Spenddown

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# Participant Liability Income (PLI)

- ▶ PLI is also known as Waiver Spenddown
- ▶ Support Coordination Agency receives Waiver Spenddown Decision Notice
- ▶ Support Coordinator notifies providers of Waiver Spenddown - currently ten (10) OCDD individuals statewide have a waiver spenddown
- ▶ Provider has agreement with individual to pay PLI portion
- ▶ Claims reduced by PLI will have an edit code of 919 on RA

# Service Billing Match to LaSRS

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# Service Billing Match to LaSRS in 2026

- ▶ RA's have an informational edit code of 370, 450, 651, or 700 if no match in LaSRS
- ▶ Implementation of denials delayed while additional testing is completed
- ▶ Once launched, providers must ensure information in billing matches information in LaSRS
  - ▶ Participant
  - ▶ Date of Service
  - ▶ Procedure Code plus modifiers
- ▶ Providers must ensure service units billed match service units released in LaSRS

# Community Life Engagement Development

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## Reminders

- ▶ The Local Governing Entity is the operating arm of OCDD State Office -respond to all requests promptly
- ▶ Review Remittance Advices weekly for denied claims and resolve as soon as possible
- ▶ Review LaSRS daily for informational postings

# Conclusion

- ▶ Final Comments
- ▶ Send agenda topics or questions to [OCDD-HCBS@la.gov](mailto:OCDD-HCBS@la.gov)
- ▶ Put “Provider Meeting Agenda” in the subject of email
- ▶ Mark your calendars! Next meeting scheduled for:

Wednesday, March 18, 2026 at 10:00 AM

# Thank You

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