



Commonwealth of Massachusetts
Executive Office of Health and Human Services
Division of Medical Assistance
600 Washington Street
Boston, MA 02111

MassHealth
Day Habilitation Program Bulletin 3
March 2000

TO: Day Habilitation Providers Participating in MassHealth

FROM: Mark E. Reynolds, Acting Commissioner

RE: **Rate Increase and Staffing Criteria for Day Habilitation Services Provided to Nursing Facility Residents**

Background

In November 1999 the Division of Health Care Finance and Policy (DHCFP) approved two new hourly rates for day habilitation services provided in a nursing facility to MassHealth members.

Rates for Staffing Ratios

The new rates for providing services in nursing facilities are \$28.90/ hour for one-to-one ratio staffing and \$16.02 per person for one-to-two and one-to-three ratio staffing. These new rates are retroactive to November 1, 1999. If a provider has already been paid for a date of service on and after November 1, 1999, the provider may submit an adjusted claim to be paid the difference between the old rate paid and the new rates noted above.

Policy Changes to One-to-One Staffing Ratios

Previously, a provider could bill for one-to-one staffing only when one individual was being served in the nursing facility. Effective **April 1, 2000** a provider may bill for one-to-one staffing when two or more individuals are served at the same nursing facility, if the individual's medical or behavioral conditions relate directly to his or her ability to participate in groups with other residents as noted below.

Criteria for One-to-One Staffing

The day habilitation program may bill for one-to-one staffing when two or more individuals are being served only if the individual meets the following criteria:

- A. One of the individuals is the only participant in the program with either a developmental disability or mental retardation; **or**
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**Criteria for
One-to-One
Staffing**
(cont.)

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- B. The individual requires:
1. continuous, direct, physical assistance from a staff person without which, because of the individual's medical condition or conditions, the individual could not participate in the program; or
 2. full-time staff intervention to monitor or manage one or more of the following types of behavior:
 - a. Injurious to self — behavior that could or does cause injury to the individual;
 - b. Injurious to others — behavior that could or does result in safety issues or harm to other members attending the day program;
 - c. Destruction of property — behavior that could result in the damage of property;
 - d. Risk of elopement — attempted or successful episodes of leaving the nursing facility; and
 - e. Socially inappropriate — sexual behavior or disrobing in public.

Providers must record in each individual's record the clinical justification to support billing for one-to-one staffing.

When there are two or more individuals in the facility with mental retardation or two or more with developmental disability, providers must not bill for a one-to-one staffing ratio unless at least one of the above criteria is met. Providers must not bill at a higher ratio when one or more individuals are absent from the program because of illness, appointments, other activities, scheduling conflicts, or any other reason.

Questions

If you have any billing questions, please contact the Unisys Provider Services Department at (617) 628-4141 or 1-800-325-5231. If you have any program questions, please contact Edward Bondi at (617) 210-5629.
