

WARREN COUNTY

Managed Care Plan Adult Disability Service Funding

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CENTRAL POINT OF COORDINATION OFFICE

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**MANAGED CARE PLAN FOR DISABILITY SERVICE FUNDING
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INTRODUCTION

The purpose of this Introduction is to explain how we provide, fund, and deliver mental health and developmental disability services in Warren County. It is written as a guide for individuals seeking funding, their families, friends, and advocates. It is also a guide for service providers, administrator, and others interested in these important matters.

This document is a policy and procedural manual that describes how adult disability services are funded by Warren County and how the system is managed. The planning and funding of services is an ongoing process that adapts to the changing needs of individuals and the system as a whole. Whether you are applying for the first time, or asking us to renew funding for services, we want to continue to work closely with you. Our goal is to ensure that services meet your particular strengths, abilities, priorities, and needs while being cost effective. Regrettably our resources and funding are limited. Because of this, we cannot honor or fund every request for services or supports.

We encourage you to contact us if you need more information, help, or referrals. This document and attachments are also available to the public in alternate formats through our office.

THE VISION OF OUR SYSTEM

Warren County believes it is in the best interest of all citizens to provide essential services to all eligible individuals in the least restrictive environment possible with policies that respect individual dignity and choice while honoring mandated financial limitation. The system will strive to develop and implement an individualized array of supports that assists individuals to be independent, productive, and integrated into the community through enhancement of their abilities.

**IN EMERGENCIES: CONTACT YOUR CURRENT
PROVIDER OR CALL THE EYERLY BALL COMMUNITY
MENTAL HEALTH CENTER EMERGENCY CRISIS LINE
1-800-966-0197**

HOW OUR SYSTEM WORKS

It is essential that individuals; have freedom of choice that is balanced with safety issues and accountability, take an active role in deciding what services and supports they need; and have input into how those services are to be delivered.

Our office is called the Central Point of Coordination (CPC). We act as the gatekeeper to a countywide system of services and supports by taking applications for funding, making eligibility decisions, evaluating the service needs of individuals as well as the community as a whole, and working to create and implement a broad service funding plan balanced with financial limitations. We are Warren County's Central Point of Coordination process, and we report to the Board of Supervisors.

We also cooperate and enter into contracts with other agencies, organizations, and service providers. Providers are public and private companies, professionals, and facilities that deliver a wide range of services. They might be businesses that operate transportation or Para-transit systems, hospitals with rehabilitation, or long-term care facilities, practitioners such as counselors and therapists, and home health care agencies, independent living centers, or job assistance coaches.

HOW THE PLAN IS ADMINSTRATED

Warren County will directly administer the County Management Plan for disability services by employing a Central Point of Coordination Administrator and support staff. The CPC Administrator shall meet the minimum requirement as prescribed by the Code of Iowa.

The responsibilities of the CPC Administrator include, but are not limited to:

- Plan administration and monitoring
- Authorization of service funding
- Rate setting and review
- Budget review and monitoring
- Collaboration with consumers, providers, funders, advocates, and courts
- Organization of Managed Care Plan
- Monitoring of compliance of delegated CPC functions
- Intake-service referrals, eligibility, legal settlement
- Enrollment into authorized services
- Data collection and tracking
- Review all appeals or grievances
- Quality assurance
- Community and provider education
- Writing of required annual reports
- Training of access points
- Payment collection from other counties and the state
- Other related duties as assigned by the Board of Supervisors

The CPC Administrator provides ongoing education to the public and to access points about the CPC process and the disability services system. When needed, educational information will be in accessible formats. Education is provided in written format and through meetings with consumers, providers, family members, and the public.

TYPES OF SERVICES THAT ARE FUNDED

Warren County Mental Health funds a variety of essential services. More types of services have been added each year to reflect changing needs and new programs that make sense and are cost effective. Some services are “mandated” or required. “Entitlement” services are mandated. Entitlement services vary among disability groups, but include at times services such as case management. Warren County funds a number of “non-mandated” services as they increase one’s ability to achieve independence, participate in the community, and reside in the least restrictive environment possible. Not only are mandated services often more restrictive, they are also more costly. The non-mandated services are provided as necessary based on funding availability. Warren County makes an effort to respect that person’s individual situation. A significant effort is made to fund needs based on priorities. As Warren County has limited funding available, the County is considered the “payer of last resort”; this means that if there is another source available to fund services, the individual must utilize the other funding source and they do not meet Warren County’s eligibility criteria.

For a list of services funded "Service Type", please refer to Appendix F.

ELIGIBILITY CRITERIA FOR COUNTY FUNDING

You can receive services if you meet our four (4) eligibility requirements.

1. Diagnostic Criteria

The first requirement is that you have a diagnosed disability covered by the plan:

- Mental Illness
- Mental Retardation
- Chronic Mental Illness
- Developmental Disability*

Disability definitions are listed below:

Mental Illness (MI) – A person with mental illness has a diagnosis defined in the Diagnostic and Statistical Manual, Fourth Edition (DSM IV). Diagnoses, which fall into this category, include, but are not limited to, the following: schizophrenia, major depression, manic depressive (bipolar) disorder, adjustment disorder, and personality disorder. Also included are organic disorders such as dementias, substance-induced disorders, and “other” organic disorders, including physical disorders such as brain tumors. Excluded is V Code diagnoses, psychoactive substance use disorders, and developmental disorders.

Chronic Mental Illness (CMI) – A person of 18 years older or older with a persistent mental or emotional disorder that seriously impairs their functioning relative to such primary aspects of daily living as personal relations, living arrangements, or employment. Persons with chronic mental illness typically have histories that meet at least one of the treatment history criteria and at least two of the functioning history criteria:

1. Treatment History Criteria; People with chronic mental illness will typically meet at least one of the following criteria:
 - Have undergone psychiatric treatment more intensive than outpatient care more than once in a lifetime (e.g., emergency services, alternative home care, partial hospitalization or inpatient hospitalization).
 - Have experienced at least one episode of continuous, structured supportive residential care other than hospitalization.

AND

2. Functioning History Criteria; People with chronic mental illness will typically meet at least two of the following criteria on a continuous or intermittent basis for at least two years:
 - Are unemployed, or employed in a sheltered setting, or have markedly limited skills and a poor work history.
 - Require financial assistance for out-of-hospital maintenance and may be unable to procure this assistance without help.
 - Show severe inability to establish or maintain a personal social support system.
 - Require help in basic living skills.
 - Exhibit inappropriate social behavior, which results in demand for intervention by the mental health or judicial system.

Mental Retardation (MR) – A person with mental retardation has significantly sub-average general intellectual functioning existing concurrently with deficits in adaptive behavior, manifested during the developmental period. All of the following criteria must be met:

- A score of 75 intelligence quotient (IQ) or below, as obtained by assessment with one or more of the individually administered general intelligence tests developed for the purpose of assessing intellectual functioning.
- Deficits in adaptive behavior, defined as the effectiveness or degree with which individuals meet the standards of personal independence and social responsibility expected for age and cultural group.
- Sub-average intellectual functioning and deficits in adaptive behavior are manifested during the developmental period, the time between conception and the eighteenth birthday.

Developmentally Disabled (DD) – A person with developmental disabilities has severe, chronic disabilities, which meet all of the following criteria:

- Is attributable to mental or physical impairment or a combination of mental and physical impairments.
- Is manifested before the person attains the age of 22.
- Is likely to continue indefinitely.

****Warren County consumers with Developmental Disabilities receive funding according to the State mandates for services. Those consumer's grandfathered into Warren County's system on 6/30/96 will follow the stipulations set forth for Mentally Retarded consumers.***

2. Covered Service

The second requirement is that Warren County will only be responsible for funding services and supports that are listed in the Managed Care Plan and are authorized in accordance with the processes described in the Plan

3. Income and Resource Criteria

The third requirement is that you meet our income and resource financial eligibility guidelines.

The Warren County Mental Health funding eligibility criteria is 150% of the State Established Poverty Guidelines for most services. Services provided by Warren County's mental health centers are funded at 200% of the State Established Poverty Guidelines. There is also a consumer co payment for mental health services. The co payment is based on the consumer's income.

The State Established Poverty Guidelines are updated annually. Appendix D is the Poverty Guidelines for the current calendar year. Updated copies of the Poverty Guidelines will be incorporated into the Appendix annually and without notification.

Warren County will also use resource limits the same as SSI; those limits are as follows:

- Resources should not exceed \$2,000 for single person, \$3,000 per married couple; AND
- Persons are allowed one vehicle and one place of residence; AND
- Definition of resources and exclusions will follow federal SSI standards but will not include the following:
 - * Personal possessions and household furniture.
 - * Tools and equipment used for home and family maintenance or support.
 - * One additional vehicle more than ten years old that is used for regular transportation needs.

- * Burial lots and funeral trust funds not to exceed \$7,028.

Transfer of Assets

Warren County's policy on transfer of assets is adopted from the Department of Human Services Policy as identified in their manual for Title 19 Medicaid. Further explanations may be obtained from that manual.

This policy is applicable to applicants requesting MH/DD Services other than vocational services, commitment costs, Title 19 funded services, and placements at the State Hospital Schools, and the Mental Health Institutes.

In summary, transfer of assets occurs when an applicant transfers resources or countable income for less than fair market value in order to become eligible or maintain eligibility for Warren County funding for MH/DD services. Transfer of assets includes, but is not limited to:

- Giving away property to someone else.
- Establishing a trust.
- Removing a name from an asset.
- Disclaiming an inheritance.
- Failure to "take" against a deceased spouse's will.
- Reducing ownership interest in an asset.
- Transferring or disclaiming the right to income not yet received.

Transfers that Cause Penalty

Transfers that currently may result in a penalty being applied are:

- Transfers made by an applicant, spouse, or someone on behalf of the applicant to someone other than a spouse within the 36 months before the application for Warren County funding is filed.
- Transfers into a trust by a trust or by an applicant, an applicant's spouse, or someone on behalf of an applicant during the 60 months before the application for Warren County funding is filed.
- 60 month look back period to determine eligibility.

Transfers that do not Cause Penalty

The following are situations in which a transfer is exempt and does not cause a penalty:

- A joint account is divided into separate accounts that reflect separate ownership, as long as; the funds are divided in proportion of ownership.
- A transfer to the applicant's child who is disabled as defined by Social Security Administration.
- A transfer into a trust established solely for the benefit of:
 - * A child who is blind or permanently and totally disabled, as defined by the Social Security Administration.
- A transfer is made between spouses or to another person for the sole benefit of the other spouse.

- A transfer was made in response to a court order that the spouse receiving Warren County funding provide support for the spouse, and the assets were transferred for:
 - * The support of the spouse, or
 - * The support of a minor or dependent child, dependent parent, or dependent sibling who lives with the spouse.
 - The transfer results in denial of eligibility that causes an undue hardship to the applicant. "Undue hardship" exists when:
 - * The applicant's remaining available resources are less than resources described in Section Four of the Managed Care Plan.
 - The applicant who transferred the asset makes a satisfactory showing that the applicant intended to dispose of the asset either at fair market value or for other valuable consideration. The applicant must verify through an independent source the attempts to sell the asset for fair market value and that the asset could not be sold for this amount.
 - The applicant who transferred the asset makes a satisfactory showing that the asset was transferred exclusively for another purpose other than to establish eligibility for Warren County funding for MH/DD services.
 - The applicant's home is transferred to one of the following:
 - * The spouse of an applicant.
 - * A child of the applicant who is under age 21, or who is blind or disabled as defined by Social Security Administration.
 - * A sibling of the applicant who has an equity interest in the home and who lived in the home at least one year immediately before the applicant requesting MH/DD funding.
 - *
 1. A son or daughter who was living in the parent's home for at least two years immediately before the date the parent applied for MH/DD funding
- AND**
2. Who provided care to the parent that allowed the parent to live at home rather than in a residential setting. The parent can be either a biological parent, adoptive, or step-parent (common-law marriages are recognized).

Penalties for Transferring Assets

Transfer of assets for less than fair market value by either an applicant or applicant's spouse, or someone acting on behalf, or at the request of the applicant disqualifies the person for Warren County funding for MH/DD services.

The penalty period for transferring assets depends on whom the assets were transferred to and how much the assets were worth at the time the transfer occurred. To establish the penalty period:

- 1) Determine the equity value of all assets transferred in the 36 months before the applicant applied for Warren County funding, other than those transferred to or by a trust.

- 2) Determine the equity value of all assets transferred into or by a trust in the 60 months before the applicant applied for Warren County funding, in which the assets are no longer available to that person and they are not accountable.
- 3) Divide the total equity value of the transferred assets by the average monthly cost of the MH/DD services requested at the time of application. The penalty period may be adjusted if the cost of the MH/DD services increase due to increased consumer needs.
- 4) The penalty period begins the first day of the month that assets were transferred.

If more than one asset is transferred during the look back period, the disqualification periods cannot overlap. The new penalty period starts on the first day of the first month immediately following the last month of ineligibility for the last penalty period.

4. No Alternative Funding Source

The fourth requirement is that there are no other funding sources available to pay for the service you are requesting. If an alternative funding source is available, Warren County may temporarily fund a service (such as medication) for a limited time to allow application to be made to the alternative funding source. An individual must show due diligence in pursuit of funding from other sources. Warren County is the payer of last resort.

Requests for funding will be denied in the following instances:

- Vocational services without denial of funding from the Department of Vocational Rehabilitation
- Maintenance/client participation for those in residential placement
- Physician prescribed psychiatric medication assistance beyond two months unless the individual provides verification of application or denial of eligibility for Medicaid and the indigent prescription program or who fails to pursue other benefits with due diligence.

*For a list of eligibility criteria per "Service Type", please refer to Appendix F.
For a list of the Poverty Guidelines, please refer to Appendix D.*

HOW TO APPLY FOR FUNDING

If an individual would like to apply for funding to receive services, the first step is to fill out a CPC Application. Applications are available at the CPC offices in the Warren County Administration Building. Applications are also available at various agencies, known as 'Access Points'. Specific Warren County network providers will be designated as access points with selected CPC delegated functions. Access points will assist individuals in completing a Warren County CPC application form, which is available in a format and language appropriate to the consumer's needs. If you like, you can bring along a friend, family member or another person familiar with your personal matters. Routine application

forms completed at access points will be forwarded to the CPC Administrator by the end of the working day.

In order to process your request for funding, the CPC application must be completed in full, signed and documentation attached verifying diagnosis. Any application received which is not completed in full or which does not have diagnostic verification will be considered an incomplete application. If you do not have diagnostic verification on hand, a release of information should be obtained by the individual assisting you with completing the CPC application allowing the CPC office to obtain this information from the applicable physician, hospital or psychologist. The CPC application and release should be forwarded to the CPC Administrator so diagnostic verification can be requested from the applicable party. Once the diagnostic information has been requested from the third party, the application is considered 'pending'. Upon the receipt of the diagnostic verification your application is considered complete and can be processed.

Additional documentation/verification may be required by the CPC Administrator to process your application. Refusal/failure to sign a release or provide information/verification as requested will not result in an automatic denial, but as it makes it impossible to process your request for funding, your application will remain in 'incomplete' status. After 10 days, a notice will be sent to any individual with an incomplete application outlining what information is still needed to process the application. The individual will have 15 days to provide the information or the application will be considered withdrawn.

For a copy of the CPC Application and update, please refer to Appendix B(1) and B(2).

THE FUNDING AUTHORIZATION PROCESS

Once the application is complete, the CPC staff will determine if the individual meets the eligibility criteria to receive funding and if Warren County has the responsibility to pay for the services. A "Notice of Decision" form will then be sent to explain what has been decided after completing the application process. Once the completed application is received, the CPC staff will make an effort to determine eligibility within ten working days. If the individual is not eligible then the reason will be explained on the Notice of Decision form as well as information pertaining to your right to appeal the decision. If the individual is eligible then the process of getting services authorized will begin.

Determination of eligibility will result in a referral for appropriate clinical and functional assessment, service coordination, service(s), and support(s). Informed consent must be given by the individual or authorized representative before any information is released to providers or others.

All service requests other than psychiatric hospitalizations and mental health services provided by Eyerly-Ball and Des Moines Child & Adolescent Guidance Center are processed

by the CPC Administrator. These mental health services are authorized for payment per Plan guidelines.

Warren County does not offer additional subsidy to mental health services when the Iowa Plan is the primary funding source. If the consumer becomes decertified by the Iowa Plan, then Warren County funding will be considered when appropriate.

In the event of lack of funding or availability, the consumer will be placed on a waiting list. Information on the waiting list process will be included with the Notice of Decision. Services necessary to address immediate needs for stabilization and support will be initiated as soon as possible.

For a copy of the Notice of Decision, please refer to Appendix C.

WAITING LISTS

Given that the state of Iowa limits the accessible dollars available to fund services, waiting list may be implemented. When funding is unavailable for a service, an individual may be placed on a waiting list. Every effort will be made not to place an individual on a waiting list if it is determined that there is an immediate need for stabilization and support. If a consumer is placed on a waiting list the length of time the individual will remain on the list will be estimated. The CPC Administrator shall maintain waiting lists for appropriate services. The CPC Administrator will monitor the length of time a consumer is on a waiting list and for what services, and use the waiting list information in future budget planning. Consumers on waiting lists will be notified of their status by the CPC on a monthly basis. When waiting lists are necessary the following criteria will apply: 1) priority will be given to persons moving from more costly to less expensive services, 2) vocational services will be looked at as the most non-essential.

A waiting list may also be used when a provider does not have the resources to provide a particular service at the time of the requested. The individual will be informed of other agencies that provide the same/similar service.

REFERRAL & CONSUMER PLAN DEVELOPMENT

Once a person has been approved for county funding, if they have Title XIX (Medicaid) they will be referred to receive case management services. If they do not have Title XIX or choose to decline case management they will be referred to a social worker.

A case manager/social worker will assist with the following:

- Assess an individual's needs and level of service required to meet the need
- Locate (at minimum) two providers/facilities to provide service.
- Be a part of the individual's plan development.

- Follow up, monitor, and advocate for the individual.

The CPC becomes involved when the case manager/social worker request services or a change in service. After the service authorization process is complete, the CPC will inform the case manager/social worker of funding approval and a funding agreement will be mailed to the consumer/guardian, case management/social worker, and provider.

SERVICE MONITORING

The CPC Administrator maintains consumer intake and enrollment information. The CPC Administrator has developed a system that tracks service authorization and the costs of those services per consumer and per chart of accounts basis.

Warren County uses COMIS, which is a computer-based program. In addition, monthly revenue/expenditure (budget) reports are generated by Warren County's CMS system.

Required information reported and tracked by the CPC:

- Consumer eligibility
- Consumer legal settlement
- Payments from other counties or the state
- Units of service
- Cost per unit
- Cost per line item
- Units of service per consumer
- Unduplicated consumer count

EMERGENCY/CRISIS SERVICES

If an individual has a current county funded provider, the consumer shall access the provider agency's crisis response system first.

Individuals with Insurance: Voluntary or Involuntary

If an individual has private insurance (whether committed to a hospital under Iowa Code Chapter 229 or under a voluntary admission) they have their choice of bed subject to court approval, with the exception of a state institution as county funding is required. This includes individuals who have Medicaid (Magellan) coverage.

Individuals without Insurance: Voluntary Admissions

Effective May 5, 2006, Warren County will not assume responsibility for voluntary admissions. Persons may contact the University of Iowa Hospitals, to inquire about alternative funding options for their unit. Additionally, Warren County is not responsible for transportation arrangements and expense for a person seeking voluntary admission.

Individuals without Insurance: Involuntary Admissions

Individuals who are hospitalized under Iowa Code Chapter 229.11 (immediate custody order) and have no insurance have hospitalization options of University of Iowa Hospitals, Clarinda MHI, Broadlawns Medical Center, Mercy Franklin, Ellsworth Municipal, and Mary Greeley hospitals for the initial 72-hour hold or until the time of their initial hearing.

If an individual upon conclusion of the hearing is committed for inpatient evaluation/treatment, and if those expenses of the respondent are payable in whole or in part by Warren County, the County designates the University of Iowa Hospital and Clinics or Clarinda MHI as the only hospitals for which funding is available. Only through pre-authorization from the CPC Administrator will any variations of this policy be eligible for funding.

Dual Diagnosis

In the case of dual diagnosis, if involuntary admission is sought per Iowa Code Chapter 229.2A, the County designates Mt. Pleasant Dual Diagnosis Unit for such care and treatment. If a bed is not available at the Mt. Pleasant Dual Diagnosis Unit, the CPC Administrator will work with the Court to locate alternative services/hospitalization for either mental health or substance abuse based on the individual's circumstance.

After Hour Crisis Service Access

The emergency/crisis system is a reasonable and cost effective effort to provide appropriate and timely care to persons within and outside the disability services system, twenty-four hours a day, seven days a week. Warren County has agreements with Eyerly-Ball Community Mental Health Center and Broadlawns Medical Center to provide 24 hour a day, 7 days a week, emergency, on-call service for persons with mental health concerns.

The after hours emergency number for Eyerly-Ball Community Mental Health Center (referred to as the 'night service') is 1-800-966-0197. The night service will inform the consumer of their regular business hours. If you are in need of immediate services the consumer may contact the Crisis Center at Broadlawns (282-5752). *It is imperative that the consumer identifies himself or herself as an Eyerly-Ball consumer.* The individual must also inform the Crisis Team of whom they see at Eyerly-Ball. Broadlawns will then be responsible for contacting appropriate Eyerly-Ball staff.

Prior approval is not required for emergency services that fall within the guidelines of the Warren County Managed Care Plan. However, the provider and/or applicant must complete and fax a CPC application to the Warren County CPC the next working day. The CPC has the authority to investigate and authorize modifications in services, which are more in meeting with the Managed Care Plan's guiding principles and/or budget limitations.

Emergency/crisis services are routinely evaluated to determine the need and effectiveness of the current system.

COORDINATION WITH OTHER COUNTY CPC ADMINISTRATORS AND THE STATE

When it is determined that financial liability lies with another county (legal settlement) or the state, the Warren County CPC Administrator will coordinate authorization of payment for services with the appropriate county or the local DHS office.

CONSUMER RESPONSIBILITIES AND CO-PAYMENTS

If you provide false information on your CPC application, your funding will automatically be denied or terminated and you will be required to re-initiate the application process.

Individuals receiving funding from Warren County may be assessed a co-payment by Warren County. Any developed criteria for consumer co-payments shall be related to ability to pay for services and supports and comply with Iowa Liability Law as specified in the Iowa Code as well as the cost-effective nature of such requirements. Co-payments such as through PASS and IRWE are to be investigated and assessed when feasible.

CONFLICT OF INTEREST

It is the intent of the County that service authorization decisions will not be made by an individual or organization, which has a financial interest in the services or supports to be provided. In the event that such a situation occurs, that interest must be fully disclosed in writing to consumers and other stakeholders.

CONFIDENTIALITY

The County and CPC Administrator shall comply with all applicable state and federal statutes. Consumer identified specific billings etc. are handled by the CPC staff and essential staff in the Auditor's office. The CPC staff has been trained on applicable confidentiality laws and how to comply with them. Data with consumer specific information is kept in locked filing cabinets. The CPC department and the Data Processing Director are the only individuals who have access to mental health computer files. In addition, the CPC office ensures consumer confidentiality by requesting appropriate county personnel to sign a confidential statement, which informs them of the confidentiality guidelines and ramifications of breaching confidentiality. Confidentiality is protected and informed consent is necessary before the CPC Administrator releases information.

ONGOING EDUCATION

Warren County will provide and encourage ongoing education in various accessible formats. Warren County CPC staff will hold stakeholders meetings as needed, which allows consumers, parents/legal guardians, and providers an opportunity to obtain information, ask questions, and give input on the Warren County CPC process. CPC staff is also available on an individual basis to confer with interested parties regarding the service authorization process.

COLLABORATION AND INTERFACES

Warren County currently interfaces with services and supports funded and provided by other service systems. Collaboration will continue through meetings with funders, providers, consumers, family members, and community representatives to ensure that authorized services and supports are cost efficient as well as individualized to the needs and preferences of consumers.

The Warren County CPC Administrator will be involved in the mental health commitment process to find appropriate placements for court committed consumers, ensuring that the court is aware of the services and supports available through the County Management Plan as alternatives to commitment and to coordinate funding for services to persons who are under court-ordered commitment pursuant to Iowa Code Chapters 222, 229, and 232.

Warren County will build upon its already existing positive relationships with other local systems of care and develop and formalize relationships with as many agencies, organizations, and funding sources as deemed appropriate for coordination of quality service delivery. The County will seek to obtain agreements with other agencies, organizations, and programs including: substance abuse agencies, MHAP program, DHS, State, DVRS, AEA, court system, and school systems. Collaborative efforts will focus on ensuring that authorized services and supports are responsive to consumer's needs and desires and are cost efficient.

CPC DELEGATED FUNCTIONS

The county may contract with providers to perform functions of the CPC process for persons coming to the designated provider for services. When delegation is made, the county shall be responsible for ensuring that the provider complies with rule 441.25.

For designated Access Points by "Service Type", please refer to Appendix A.

PROVIDER CONTRACTS AND REIMBURSEMENT RATES

Warren County is a member of the Southeast Iowa Contracting Consortium. Providers who serve multiple counties in the Southeast Iowa Contracting Consortium area, will have a written contract with the Southeast Iowa Contracting Consortium 28E Board. Contact the Warren County CPC Administrator for copies of the Contracting Agreement, which outlines the provider agency's responsibilities and the required contracting essentials.

Any provider serving Warren County outside of the Southeast Iowa Consortium counties, Warren County will use the contract of the host county. Warren County will honor the host county rate if the provider is located outside of Warren County. All counties will be expected to honor Warren County and the 28E Multi-county Contracting Consortium/CRIS rates.

Warren County participates with the County Rate Information System (CRIS) in establishing rates. The reports prepared by CRIS are used as a negotiating tool in the rate setting process. Rate increases will NOT be applied retroactively. For additional information on rate setting methodology, please contact the CPC Administrator.

Warren County has established the following maximum funding limits for mental health services provided for benefit of any person receiving any mental health services funded in whole or in part by County funds: A sum not to exceed in the aggregate on either a calendar month or a fiscal-year basis the maximum sum allowable under the then-existing ICF/MR (Intermediate Care Facility for the Mentally Retarded) Title XIX guidelines for such services established by the United States of America.

Further study of rate setting and reimbursement methodology (including non-traditional payments) will be taken into consideration in future planning.

Warren County contracts with eligible provider agencies on an annual basis, unless otherwise noted. All contracts are negotiated in the spring and go into effect July 1 of any given year. There are three types of contracting in Warren County:

Individual/consumer specific contracts: Those providers who are serving five (5) or fewer Warren County legally settled consumers for non-Medicaid related services will consider the Notice of Decision and funding agreement as the contractual agreement between the county and the agency. The authorization period on each Notice of Decision and funding agreement varies.

Warren County Service Contracts: Those providers serving six (6) or more Warren County legally settled consumers for non-Medicaid related services will have a written service contract with the Warren County Board of Supervisors.

The 28E Contracting Consortium: Those providers who are serving multiple counties in the 28E Contracting Consortium area will have a written contract with the 28E Board.

PROVIDER BILLING

Each provider that receives funding from the county will supply a monthly bill to the CPC Administrator including the following information:

- Names of consumers served
- Service provided to each consumer
- Number and date of units provided
- Unit rates and total cost of the units to each consumer

The CPC Administrator will check this information against funding authorizations made by the county. The CPC Administrator and provider will try to resolve any dispute payments.

Services delivered without funding authorization will be checked against county emergency service protocols. Any services delivered that were not authorized and were not emergencies will not be the responsibility of Warren County.

All billings from provider agencies must be received within ninety (90) days of the date of service. If a claim is received after the time limit, the provider must submit an authorized, completed appeals form to the CPC. Authorized appeal forms can be obtained from the Warren County CPC Office during normal business hours. After the completed appeals form is received, the CPC shall set the appeals hearing on the Warren County Board of Supervisors agenda within thirty (30) days. A representative from the office where the billing was generated shall be present at the appeals hearing at the designated time. Failure to do so shall result in no action being taken on the questioned claim. Upon approval of the claim, payment shall be submitted to the vendor within thirty (30) days unless it is determined by the Warren County Board of Supervisors that the payment of the delinquent claim(s) could result in a fiscal hardship, which could jeopardize funding to existing consumers. In such a case, the claim would be paid the beginning of the following fiscal year.

All governmental agencies, are strongly encouraged to meet the goal of submitting claims within sixty (60) days, as provided in 249A.12, so that the County may promptly pay its bills and avoid large carryover fund balances.

COST AND UTILIZATION REPORTS

Monthly cost and utilization reports are generated to use in coordination of the Plan. These reports consist of:

- Services and costs per chart of accounts
- Year to date expenditure data

SERVICES AND COST TRACKING

The CPC Administrator maintains consumer intake and enrollment information. The CPC Administrator has developed a system that tracks service authorization and the costs of those services per consumer and per chart of accounts basis.

Warren County uses COMIS, which is a computer-based program. In addition, monthly revenue/expenditure (budget) reports are generated by Warren County's CMS system.

Required information reported and tracked by the CPC:

- Consumer eligibility
- Consumer legal settlement
- Payments from other counties or the state
- Units of service
- Cost per unit
- Cost per line item
- Units of service per consumer
- Unduplicated consumer count

COUNTY ANNUAL AUDIT

An auditor designated by the Board of Supervisors audits all Warren County departments annually. The results of the audit are discussed with the Chair of the Board of Supervisors and are made available to the public upon request through the Auditor's Office.

PROVIDER NETWORK AND PROVIDER SELECTION PROCESS

Warren County seeks a full range of providers who will provide a wide scope of cost effective services in meeting with the Managed Care Plan's goals. Providers meeting one or more of the following criteria may be accepted into the Warren County Provider Network:

- Current licensed, accredited or certified as a service provider by the State of Iowa, the DPT, the Division of Vocational Rehabilitation, or Department of Inspections and Appeals.
- Currently enrolled as a Medicaid provider, and/or certified as a member of the Department of Human Services Managed Care provider panel.
- Currently accredited by the Joint Commission of Accreditation of Healthcare Organizations (JCAHO), the Commission of Accreditation of Rehabilitation Facilities (CARF), or other recognized national accrediting body.

If any provider that has been accepted into the Warren County Provider Network has their licenses/accreditation suspended or terminated by the State of Iowa or their accrediting body, the provider shall inform the Warren County CPC Administrator within 24 hours of the action being taken. Failure to do so will result in the termination of their contract. Each provider must provide to the Warren County CPC Administrator copies of their most current licenses or accreditation.

At this time non-traditional providers are not utilized and an approval process has not been developed. This will be looked into in the future with Stakeholder's input.

The CPC Administrator maintains information on the Warren County Provider Network. Providers subject to accreditation, license, or certification must meet established standards to be a part of the Warren County Provider Network. Providers requesting to be included in the Warren County Provider Network are to begin the application process by requesting a Provider Handbook and copies of the 28E Board contract and contraction essentials from the CPC office. The Provider Handbook includes a provider profile that is to be completed and returned to the CPC office. It also includes a Managed Care Plan and information on Warren County Mental Health provider expectations. The decision to authorize payment is based on the following criteria:

- If the philosophy of the services to be provided is in meeting with the Warren County Managed Care Plan; and
- If the cost and routine range of services are comparable to or less expensive than those provided by other Warren County Providers; and
- If the provider meets established professional standards.

The CPC will then determine if the provider is appropriate for the Warren County network of providers based on the above information.

For a list of agencies within the provider network, please refer to Appendix G.

QUALITY ASSURANCE

1. Quality of the Provider Network

Warren County's assurance methodology does include quantitative and qualitative measures. Quantitative measures include statistical summaries of consumer service usage,

consumer outcomes, service performance and quality, total costs of service, and costs to the Warren County Mental Health/Developmental Disabilities Services System. Qualitative measures include satisfaction surveys of the Services System participants (consumers, family members, service providers, and funders), assessments and reviews by qualified professionals. Appeals, grievance, incident reports, and plans of correction are also included.

The CPC will use assessments of service quality for continuous service system improvement. This improvement process involves determination of the status of the current system (specifically, the degree to which county goals and objectives have been attained) and the development of the county management plan in subsequent years. Quality assurance is a component of the Mental Health/Developmental Disabilities County Services System Annual Report.

Service providers shall submit quality assurance reports, as defined through accreditation and licensing requirements, to the CPC Administrator.

2. Quality of the Disability Services System

The CPC office will be responsible for gathering information on the following:

- Consumer and family/legal representative satisfaction with the service system
- Provider satisfaction with the service system
- Patterns of service utilization
- Responsiveness of the system to consumer needs and desires
- Number and disposition of appeals
- Cost effectiveness of the service system

This information is gathered throughout the year and is reflected in the Annual Report plus in the planning process for the next year's Managed Care Plan. All reports are made available in accessible formats.

APPEAL PROCESS

Appealing the CPC Administrators Decision

Every person who applies for funding will receive a written Notice of Decision. If you disagree for any reason with the decision made by the CPC Administrator, you may appeal

that decision to the Warren County Board of Supervisors. To do so, you must notify us in writing within thirty (30) calendar days from the date on the Notice of Decision. The deadline date will be written on the Notice of Decision. To appeal the decision, you will need to sign and date the bottom of the Notice of Decision, and also in the same area on that form, provide your current address, phone number and a written explanation for the reason you are appealing. You may mail, hand-deliver, or fax us back the Notice of Decision. The appeal must be received by our office on or before the date noted on the Notice of Decision. All appeals must be directed to the office, which is listed on the Notice of Decision, which is:

**Warren County CPC
301 N Buxton, Suite 107
Indianola, IA 50125
(515) 961-1068**

If your appeal is received after the appeal deadline date listed on the Notice of Decision, it will be denied, and the CPC Administrator's decision regarding your funding will be considered final.

After we received your timely filed appeal, an appeal hearing will be scheduled. If possible, the Warren County Board of Supervisors will hear the appeal at the regularly scheduled meeting, provided that the meeting date is no less than five (5) working days and no more than fifteen (15) working days after the appeal is received by the CPC Administrator. A special meeting of the Board of Supervisors can be called to address the appeal upon proper notice. You will receive notice, by telephone or by ordinary mail that states the date, time, and place the appeal will be heard. Our goal is to resolve disputes quickly and informally.

In our county, the Warren County Board of Supervisors meets in closed session to review and decide mental health/developmental disability matters. They do so because the appeals involve medical, mental health, and other records, which are required or authorized by state or federal law to be kept confidential. Your name will not appear on the agenda, in the minutes, or in other materials, which are posted, published, or publicly broadcasted. The appeals hearing will be tape recorded, but the tape is not accessible to the public. Per the Code of Iowa, the Warren County Board of Supervisors will have to make their decision in open session, however no identifying information is used.

You can represent yourself, have a friend or family member represent you, or you may have an attorney or other advocate accompany and represent you, but at your own expense. You may qualify for free legal assistance through the Legal Services Corporation of Iowa, Iowa Protection & Advocacy Services, Inc., or other organizations. You have the right to:

- Participate fully in the appeal

- Have access through the CPC Administrator to your case file upon request (for 3rd party information you have to sign a release for our office to release your file and the information it contains)
- Submit documents and evidence to support the funding requested
- Give personal testimony
- Have witnesses testify on your behalf
- Ask questions of anyone who attends the meeting
- Record what happens at the meeting using your own equipment for your records

The Warren County Board of Supervisors will consider all the information that is presented during the appeal. The Warren County Board of Supervisors will question the CPC Administrator as to the reason of the determination and question you. Your file may be admitted into evidence. When the Warren County Board of Supervisors deliberates on the appeal, no one other than the Board members, the Warren County Attorney, the Warren County Auditor (who tapes and records the hearing) and/or their assistants will be present. The Warren County Board of Supervisors' decision will be based only on the evidence submitted during the hearing.

A written decision will be mailed to you no later than ten (10) working days after the appeal is heard. The decision will be sent to you by ordinary mail. The decision will state the reason for the actions and will also state that an appeal can be made to the Southeast Iowa 28E Contracting Consortium Multi-County Appeals Board.

If funding was denied on a re-authorization application, services will continue through the appeals stage. You will be requested to repay those funds if your appeal hearing upholds the decision of the CPC Administrator. If you are appealing a denial from a new application or a request for a new service, funding is not available through the appeals process.

Appealing the Board of Supervisor's Decision

If you disagree with the Warren County Board of Supervisor's decision regarding funding, you can appeal to the Southeast Iowa 28E Contracting Consortium Multi-County Appeals Board. The Southeast Iowa 28E Contracting Consortium Board will act as a multi-county appeals board (referred below as the 'The Southeast Iowa 28E Contracting Consortium Multi-County Appeals Board). The Southeast Iowa 28E Contracting Consortium is a legally joined body of counties to "...provide joint services, to cooperate in other ways of mutual advantage..." The final level of appeals is as follows:

To access the 'final appeal' process you must notify the county in writing within thirty (30) calendar days from the date on the Notice of Decision/written notice of denial issued to you by the Board of Supervisors.

To appeal the decision you will need to sign and date the bottom of the Notice of Decision/notice of denial issued by the Board of Supervisors, and also provide your current

address, phone number, and a written explanation for the reason you are appealing. The appeal must be received on or before the date noted on the Notice of Decision/notice of denial issued by the Board of Supervisors. All appeals must be directed to the office that is listed on the Notice of Decision/notice of denial issued by the Board of Supervisors. You may mail, hand-deliver, or fax back the Notice of Decision/notice of denial issued by the Board of Supervisors.

IF your final appeal is received after the appeal deadline date listed on the Notice of Decision/notice of denial issued by the Board of Supervisors, it will be denied and the lower appeals board (Board of Supervisors) decision regarding your funding will be considered final.

After we receive your timely filed appeal, a final appeal hearing will be scheduled. The Southeast Iowa 28E Contracting Consortium Multi-County Appeals Board will hear the appeal in no less than ten (10) and no more than twenty (20) working days after the appeal is received by the county. You will receive notice by telephone or by ordinary mail, that state the date, time and place the appeal will be heard. All appeal hearings will be held in the county that the appeal originated, unless a change of venue is agreed upon by the individual who filed the appeal.

The Southeast Iowa 28E Contracting Consortium Multi-County Appeals Board will meet in closed session for the appeals hearing as the hearing involves medical, mental health, mental retardation, developmental disability and other information/records which are required or authorized by state or federal law to be kept confidential. Your name will not appear on the agenda, in the minutes or in other materials that are posted, published or publicly broadcast. The appeals hearing will be tape recorded, but the tape is not accessible to the public. Per the Code of Iowa, the Southeast Iowa 28E Contracting Consortium Multi-County Appeals Board will have to make their decision in open session, however no identifying information is used.

You can represent yourself, have a friend or family member represent you, or you may have an attorney or other advocate accompany and represent you, but at your own expense. You may qualify for free legal assistance through the Legal Services Corporation of Iowa, Iowa Protection & Advocacy Services, Inc., or other organizations. You have the right to:

- Participate fully in the appeal
- Have access through the CPC Administrator to your case file upon request (for 3rd party information you have to sign a release for our office to release your file and the information it contains)
- Submit documents and evidence to support the funding requested
- Give personal testimony
- Have witnesses testify on your behalf
- Ask questions of anyone who attends the meeting
- Record what happens at the meeting using your own equipment for your records

The Southeast Iowa 28E Contracting Consortium Multi-County Appeals Board will consider all the information that is presented during the appeal. The Southeast Iowa 28E Contracting Consortium Multi-County Appeals Board will question the CPC Administrator of your county as to the reason of the determination and question you. Your file may be admitted into evidence. When the Southeast Iowa 28E Contracting Consortium Multi-County Appeals Board deliberates on the appeal, no one other than the Board members, the County Attorney as well as the County Auditor or their designees from the county in which the appeal is filed against will be present. The Southeast Iowa 28E Contracting Consortium Multi-County Appeals Board's decision will be based only on the evidence submitted during the hearing.

A written decision will be mailed to you no later than ten (10) working days after the appeal is heard. The decision will be sent to you by ordinary mail. The decision will state the reason for the actions and will also state that an appeal can be made to District Court.

If funding is denied on a re-authorization application, services will continue through the appeals stage. You will be requested to repay those funds if your appeal hearing upholds the decision of the CPC Administrator. If you are appealing a denial from a new application or a request for a new service, funding is not available during the appeals process.

If you disagree with the Southeast Iowa 28E Contracting Consortium Multi-County Appeals Board's decision regarding funding you can appeal to the Iowa District Court In and for the county in which you filed your appeal. This is generally done using a procedure known as a Writ of Certiorari. There are very strict time limits and procedural rules for filing these appeals. If you do not act immediately, you may lose all your rights to challenge the Southeast Iowa 28E Contracting Consortium Multi-County Appeals Board's decision.

Appendix A(1)
Matrix of Access Points and Functions

Agency with Application Available	CPC Application	Enrollment Eligibility	Service Authorization	Collection of Data
Central Point of Coordination	Y	Y	Y	Y
Eyerly-Ball Mental Health Center	Y	Y	Y Emergent/Urgent	Y
Court System	Y		Y Emergent/Urgent	Y
Area Education Agency	Y			Y
Department of Human Services	Y	Y		Y
H.O.P.E., Genesis Inc., Goodwill Industries, Mainstream Living Inc.,	Y			Y
Targeted Case Management	Y	Y		Y
Broadlawns Medical Center	Y	Y	Y Emergent/Urgent	Y
Des Moines Child and Adolescent Guidance Center	Y	Y	Y Emergent/Urgent	Y
Community Mental Health Centers of consumer's catchments area	Y	Y	Y Emergent/Urgent	Y
Clarinda MHI or MHI in the consumer's catchments area	Y	Y	Y Emergent/Urgent	Y

***ELIGIBILITY AND UTILIZATION MANAGEMENT CRITERIA
APPENDIX A(2)***

HCBS - Home and Community Based MR Waiver Services

Case Management – Medicaid Match – Activities designed to help individuals and families develop, locate, access, and coordinate a network of supports and services that will allow them to live a full life in the community. The county pays 19% of the non-federal share of Medicaid funded case management.

Community Supervised Apartment Living Arrangements – Programs licensed, certified, accredited, or approved by the Department of Inspections and Appeals or the Department of Human Services as licensed/certified living arrangements.

Community Support Program – A comprehensive program to meet the individual treatment and support needs of consumers, which enable consumers with a chronic mental illness, mental retardation, or a developmental disability to live and work in a community setting.

Consultation – Advisory activities directed to a service provider to assist the provider in delivering services to a specific person, or advisory activities directed to a service provider to assist the provider in planning, developing, or implementing programs; or in solving management or administrative problems; or addressing other concerns in the provider’s own organization.

CSALA - Community Supervised Apartment Living Arrangement

Diagnosis Evaluations Related to Commitment – An evaluation, which is performed, related to a commitment under Iowa Code.

Emergency Service - A service needed immediately to protect the life or safety of a consumer or others.

Enclave - A support provided to consumers based at a competitive job site where two or more consumers are receiving support services simultaneously. The support staff maintains continuous presence on the job site.

Evaluation - Evaluation of services as described in 441 – paragraph 22.4(3)b.

Intermediate Care Facility - Frequently referred to as a nursing home; a place providing 24-hour care including: room, board, and nursing services. A physician must certify the consumer’s needs. Due to illness, disease, physical or mental incapacity services are required that can only be provided under the direction of a registered nurse or licensed practical nurse.

Intermediate Care Facility for the Mentally Ill (ICF/MI) - Institutions, places, buildings, or agencies whose primary purpose is to provide accommodation, board and nursing care for a period exceeding 24 consecutive hours. The ICF/MI must include three or more individuals who primarily have mental illness.

Intermediate Care Facility for the Mentally Retarded (ICF/MR) – Programs licensed, certified, accredited, or approved by the Department of Inspections and Appeals or the Department of Human Services as licensed/certified living arrangements with an ICF/MR license.

Psychotherapeutic Evaluation – Screening, diagnosis, and assessment of individuals and family functioning, needs, abilities, and disabilities. Also included is the determination of current status and functioning, recommendations for services, and need for further evaluations. Evaluations consider the emotional, behavioral, cognitive, psychosocial, and physical information as appropriate and necessary.

Psychotherapeutic Outpatient – A planned process in which the therapist uses professional skills, knowledge, and training to enable consumers to realize and mobilize their strengths and abilities; take charge of their lives; and resolve their issues and problems. Includes crisis intervention programs.

Residential Care Facility (RCF) – Programs licensed, certified, accredited, or approved by the Department of Inspections and Appeals or the Department of Human Services as licensed/certified living arrangements with an RCF license.

Residential Care Facility for the Mentally Ill (RCF/MI) – Programs licensed, certified, accredited, or approved by the Department of Inspections and Appeals or the Department of Human Services as licensed/certified living arrangements with an RCF/PMI license.

Residential Care Facility for the Mentally Retarded (RCF/MR) – Programs licensed, certified, accredited or approved by the Department of Inspections and Appeals or the Department of Human Services as licensed/certified living arrangement with an RCF/MR license.

Respite – Temporary care to a consumer to provide relief to the usual informal caregiver and provide all of the care the usual caregiver would provide.

Service Management – Activities designed to help individuals and families identify service needs and coordinate service delivery but which do not constitute case management defined by the Mental Health and Mental Retardation Commission.

Sheltered Workshop Services – Services provided by a facility carrying out a recognized program of rehabilitation, habilitation, or education for persons with disabilities.

Services are designed to lead to competitive employment, or provision of long term, structured remunerative employment.

Sheriff Transportation – Transportation provided which relates to a commitment under Iowa Code.

Skilled Nursing Facility (SNF) - A place providing 24-hour care including: room, board, and nursing services. A physician must certify the consumer's needs. Due to illness, disease, physical or mental incapacity the services can only be provided under the direction of a registered nurse on a 24-hour per day basis. Continuous nursing care services must be necessary but the consumer does not require hospital care.

Supported Community Living – Services and supports determined necessary to enable consumers to live and work in a community setting where the consumer is living with family, alone, or with other consumers in a house or apartment. Services are directed to enhance the consumer's ability to regain or attain higher levels of independence, or to maximize the current level of functioning.

Supported Employment Services – Paid, competitive employment for people with disabilities who have a demonstrated inability to gain and maintain traditional employment. Support is provided to an individual in a competitive job on a one to one basis. Supported employment occurs in a variety of integrated business environments. Includes paid minimum wage or better, support provided to obtain and maintain jobs, and promotion of career development and workplace diversity.

Transportation (Non-sheriff) – Services for consumers to conduct business, errands, essential shopping, to receive medical services not reimbursed through Title XIX, to go to and from work, recreation, education, or day programs, and to reduce social isolation.

Work Activity Services – Services for persons whose impairment severely reduces their productive capacity and which are designed to enable them to move into appropriate training programs or employment.

Appendix B (1)
WARREN COUNTY CENTRAL POINT OF COORDINATION
APPLICATION FORM

Application Date: _____

SS #: _____

Name: _____
Last First MI

Sex: [] Male [] Female

Birth Date: _____

Current Address: _____
Street City State Zip County

Phone #: () _____ **Legal Settlement:** _____

Ethnic Background: (Circle one)

0. Unknown; 1. White; 2. African American; 3. Native American; 4. Asian; 5. Hispanic; 6. Other

Guardian/Payee/Conservator: [] Yes [] No

[] Legal Guardian [] Protective Payee [] Conservator
(Check any that are appointed and write in name etc.)

Name: _____

Address: _____

Phone: _____

Are you blind: [] Yes [] No

[] Legal Guardian [] Protective Payee [] Conservator
(Check any that are appointed and write in name etc.)

Name: _____

Address: _____

Phone: _____

Veteran: [] Yes; [] No

Marital Status: (Check applicable status) [] 1. Single [] 2. Married [] 3. Divorced [] 4. Separated [] 5. Widowed

Legal Status: (Check applicable status) [] 1. Voluntary [] 2. Involuntary, Civil [] 3. Involuntary, Criminal

Living Arrangement: (Check applicable arrangement) [] 1. Alone [] 2. With Relatives [] 3. With Unrelated Individuals

Residential Arrangement: (Check applicable arrangement)

- [] 1. Private Residence [] 2. State MH [] 3. State Hospital School [] 4. Supported Comm. Living
- [] 5. Foster Care/FLH [] 6. RCF [] 7. RCF/MR [] 8. RCF/PMI
- [] 9. ICF [] 10. ICF/ MR [] 11. ICF/PMI [] 12. Correctional Facility
- [] 13. Homeless/Shelter/Street [] 14. Other

Disability Group/Primary Diagnosis: (Check applicable diagnosis)

- [] 40. Mental Illness [] 41. Chronic Mental Illness [] 42. Mental Retardation [] 43. Developmental Disability
- [] 44. Other

Diagnosis: **Axis I** _____
Axis II _____
Axis III _____
Axis IV _____
Axis V _____

WARREN COUNTY MANAGEMENT PLAN

Referral Source: (Circle applicable)

1. Self 5. Community Corrections
 2. Family/Friend 6. Social Service Agency
 3. Targeted Case Management 7. Other _____
 4. Other Case Management

Education:

Years of Education: _____
 GED Yes No
 H.S. Diploma Yes No
 Degree: _____

Health Insurance Information: (Check all that apply)

Primary Carrier (pays first)

- Applicant Pays Medicaid
 Medicare Private Insurance
 No Insurance Medically Needy

Company Name _____
 Address _____

 Policy Number: _____
 (or Medicaid/Title 19 or Medicare Claim Number)

Secondary Carrier (pays second)

- Applicant Pays Medicaid
 Medicare Private Insurance
 No Insurance Medically Needy

Company Name _____
 Address _____

 Policy Number _____
 (or Medicaid/Title 19 or Medicare Claim Number)

Current Employment: (Check applicable employment)

1. Unemployed, available for work 2. Unemployed, unavailable for work 3. Employed, Full time
 4. Employed, Part time 5. Retired 6. Student
 7. Work Activity 8. Sheltered Work Employment 9. Supported Employment
 10. Vocational Rehabilitation 11. Seasonally Employed 12. Armed Forces
 13. Homemaker 14. Other _____

Employer: _____

Position: _____

Others in Household:

Name	Relationship	Birth Date
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Monthly Income:

(Check Type, Fill in amount)

1. Public Assistance
 2. Social Security.
 3. Veterans Benefits
 4. SSI
 5. Employment Wages
 6. Child Support
 7. SSDI
 8. Dividends, Interest, Etc
 9. Railroad Pension
 10. Other

Total Monthly Income

Applicant Amount:

Others in Household Amount:

WARREN COUNTY MANAGEMENT PLAN

Resources: (Check and fill in amount and agency)

Type	Amount	Bank, Trustee, or Company
<input type="checkbox"/> Cash	_____	_____
<input type="checkbox"/> Checking Account	_____	_____
<input type="checkbox"/> Savings Account	_____	_____
<input type="checkbox"/> Certificates of Deposit	_____	_____
<input type="checkbox"/> Trust Funds	_____	_____
<input type="checkbox"/> Stocks and Bonds	_____	_____
<input type="checkbox"/> Burial Fund/Life Ins.	_____	_____
<input type="checkbox"/> Other Resources	_____	_____

Total Resources _____

County Funded Services Being Requested: (Based on Assessment/ICP/Treatment Plan)

<input type="checkbox"/> ARO	<input type="checkbox"/> HCBS/HVM	<input type="checkbox"/> MHI	<input type="checkbox"/> RCF/MR
<input type="checkbox"/> Case Management	<input type="checkbox"/> HCBS/Other	<input type="checkbox"/> Prescriptions	<input type="checkbox"/> RCF/PMI
<input type="checkbox"/> CSALA	<input type="checkbox"/> HCBS/Respite	<input type="checkbox"/> Psychiatric	<input type="checkbox"/> Transportation
<input type="checkbox"/> CSP	<input type="checkbox"/> HCBS/SCL	<input type="checkbox"/> Psychological Eval.	<input type="checkbox"/> Voc./ADC
<input type="checkbox"/> Day Treatment	<input type="checkbox"/> HCBS/Vocational	<input type="checkbox"/> Psychological Counseling	<input type="checkbox"/> Voc/SE
<input type="checkbox"/> General Assistance	<input type="checkbox"/> ICF/MR	<input type="checkbox"/> RCF	<input type="checkbox"/> Voc/WA
<input type="checkbox"/> Other: Describe: _____			

Services/Provider:

Service Requested	Provider (if known)	Rate/Unit	Effective Date
Service Requested	Provider (if known)	Rate/Unit	Effective Date
Service Requested	Provider (if known)	Rate/Unit	Effective Date
Service Requested	Provider (if known)	Rate/Unit	Effective Date
Service Requested	Provider (if known)	Rate/Unit	Effective Date
Service Requested	Provider (if known)	Rate/Unit	Effective Date

Contact Person (Case Manager, Social Worker, IMW, Coordinator, Etc.):

Name: _____ Relationship: _____
 Address: _____ Phone #: _____

Person Completing the Form (if other than applicant)

Name: _____ Relationship: _____
 Address: _____ Phone #: _____

The above listed services have been discussed with me and are requested with my knowledge and consent. As a signatory of this document, I certify that the above information is true and complete to the best of my knowledge, and I authorize the County CPC staff to check for verification of the information provided. I understand that the information gathered in this document is for the use of the County in establishing my ability to pay for services requested, in assuring the appropriateness of services requested, and in confirming legal settlement. I understand that information in this document will remain confidential.

 Applicant's Signature (or Legal Guardian)

 Date

APPENDIX B (2)
WARREN COUNTY CENTRAL POINT OF COORDINATION
APPLICATION UPDATE

Application Date: _____

SS #: _____

Name: _____
Last First MI

Sex: [] Male [] Female

Birth Date: _____

Current Address: _____
Street City State Zip County

Phone #: () _____

Legal Settlement: _____

Guardian/Payee/Conservator: [] Yes [] No

Are you blind: [] Yes [] No

[] Legal Guardian [] Protective Payee [] Conservator
(Check any that are appointed and write in name etc.)

[] Legal Guardian [] Protective Payee [] Conservator
(Check any that are appointed and write in name etc.)

Name: _____

Name: _____

Address: _____

Address: _____

Phone: _____

Phone: _____

Marital Status: (Check applicable status) [] 1. Single [] 2. Married [] 3. Divorced [] 4. Separated [] 5. Widowed

Legal Status: (Check applicable status) [] 1. Voluntary [] 2. Involuntary, Civil [] 3. Involuntary, Criminal

Living Arrangement: (Check applicable arrangement) [] 1. Alone [] 2. With Relatives [] 3. With Unrelated Individuals

Disability Group/Primary Diagnosis: (Check applicable diagnosis)

[] 40.Mental Illness [] 41.Chronic Mental Illness [] 42.Mental Retardation [] 43.Developmental Disability
[] 44.Other

Diagnosis: _____

Health Insurance Information: (Check all that apply)

Primary Carrier (pays first)

Secondary Carrier (pays second)

[] Applicant Pays [] Medicaid
[] Medicare [] Private Insurance
[] No Insurance [] Medically Needy

[] Applicant Pays [] Medicaid
[] Medicare [] Private Insurance
[] No Insurance [] Medically Needy

Company Name _____
Address _____

Company Name _____
Address _____

Policy Number: _____
(or Medicaid/Title 19 or Medicare Claim Number)

Policy Number _____
(or Medicaid/Title 19 or Medicare Claim Number)

Current Employment: (Check applicable employment) [] 1. Unemployed [] 3. Employed, Full time [] 4. Employed, Part time
[] 6. Student [] 14.Other _____

Employer: _____ **Position:** _____

WARREN COUNTY MANAGEMENT PLAN

Others in Household:
Name

Relationship

Monthly Income:
(Check Type, Fill in amount)

Applicant Amount:

Others in Household Amount:

<input type="checkbox"/> 1. Public Assistance		
<input type="checkbox"/> 2. Social Security.		
<input type="checkbox"/> 3. Veterans Benefits		
<input type="checkbox"/> 4. SSI		
<input type="checkbox"/> 5. Employment Wages		
<input type="checkbox"/> 6. Child Support		
<input type="checkbox"/> 7. SSDI		
<input type="checkbox"/> 8. Dividends, Interest, Etc		
<input type="checkbox"/> 9. Railroad Pension		
<input type="checkbox"/> 10. Other		
Total Monthly Income		

Resources: (Check and fill in amount and agency)

Type	Amount	Bank, Trustee, or Company
<input type="checkbox"/> Cash		
<input type="checkbox"/> Checking Account		
<input type="checkbox"/> Savings Account		
<input type="checkbox"/> Certificates of Deposit		
<input type="checkbox"/> Trust Funds		
<input type="checkbox"/> Stocks and Bonds		
<input type="checkbox"/> Burial Fund/Life Ins.		
<input type="checkbox"/> Other Resources		
Total Resources		County Co-Payment

Services/Provider:

Service Requested	Provider (if known)	Rate/Unit	Effective Date
Service Requested	Provider (if known)	Rate/Unit	Effective Date
Service Requested	Provider (if known)	Rate/Unit	Effective Date
Service Requested	Provider (if known)	Rate/Unit	Effective Date
Service Requested	Provider (if known)	Rate/Unit	Effective Date

Contact Person (Case Manager, Social Worker, IMW, Coordinator, Etc.):

Name: _____ Relationship: _____

Person Completing the Form (if other than applicant)

Name: _____ Relationship: _____

The above listed services have been discussed with me and are requested with my knowledge and consent. As a signatory of this document, I certify that the above information is true and complete to the best of my knowledge, and I authorize the County CPC staff to check for verification of the information provided. I understand that the information gathered in this document is for the use of the County in establishing my ability to pay for services requested, in assuring the appropriateness of services requested, and in confirming legal settlement. I understand that information in this document will remain confidential.

Applicant's Signature (or Legal Guardian)

Date

Appendix C

WARREN COUNTY MENTAL HEALTH

301 N. Buxton, Suite 107

Indianola, IA 50125

PHONE (515) 961-1068

FAX (515) 961-1142

MH/MR DIVISION

Kristi Dierking, CPC Administrator

Kristy Whisler, Assistant CPC

Betsy Stursma, Social Worker

NOTICE OF DECISION FORM

Date:

Appeal Deadline:

To:

THIS IS NOT A BILL

After a review of your CPC Application for Warren County Funding, the following decision has been made in accordance with the Warren County Mental Health/Mental Retardation Management Plan:

Decision: Funding Approved Funding Denied Waiting List No Action Taken

Service Description: _____

Units of Service: _____

Authorization Dates: _____

Explanation of Decision: You requested that we determine your eligibility and/or fund the following services, supports and costs:

(Complete one of these options and delete the unused options.)

- 1. Your application has been approved for the following services: (service, provider, total cost, Co. cost, etc. similar to current NOD information). This authorization is in effect from _____ through _____ unless the service is deemed inappropriate.
2. Your application for county funding has been denied due to: _____.
3. Your application has been approved but you have been placed on a waiting list for the following services:
Estimated length of time on waiting list: _____.
4. Warren County could not act on your request because: _____.

Please contact the Warren County Mental Health office at (515) 961-1068 once you receive this Notice. If we do not have contact with you within 5 working days we will consider your application withdrawn.

If you have any questions, want more information, or disagree in any respect with our decision, call us at 515-961-1068 when you receive this notice. Every applicant whether granted assistance or not shall have the right to appeal to the Warren County Board of Supervisors and may represent him/herself, be represented by a friend or spokesperson, or may be represented by counsel at his/her own expense.

The written appeal or communication shall be made to the CPC Administrator within thirty (30) days of the date of the Notice of Decision. The applicant shall provide his or her current address and telephone number and state the reason for the appeal in the area provided below.

By _____
Kristi Dierking, CPC Administrator

WARREN COUNTY MENTAL HEALTH

301 N. Buxton, Suite 107

Indianola, IA 50125

PHONE (515) 961-1068

FAX (515) 961-1142

MH/MR DIVISION

Kristi Dierking, CPC Administrator

Kristy Whisler, Assistant CPC

Betsy Stursma, Social Worker

I disagree with the above decision and want to appeal.

The reason for the appeal is: _____

Signature of Appellant _____

Current Address _____

Current Phone Number _____

Date _____

Appendix D

INCOME ELIGIBILITY CRITERIA (Effective 2/13/04)

Family Size	100%			150%			200%		
	Gross Income			Gross Income			Gross Income		
	Hourly	Monthly	Annual	Hourly	Monthly	Annual	Hourly	Monthly	Annual
1	\$4.47	\$776	\$9,310	\$6.71	\$1,164	\$13,965	\$8.94	\$1,552	\$18,620
2	\$6.00	\$1,041	\$12,490	\$9.00	\$1,561	\$18,735	\$12.00	\$2,052	\$24,980
3	\$7.53	\$1,306	\$15,670	\$11.29	\$1,958	\$23,505	\$15.06	\$2,582	\$31,340
4	\$9.06	\$1,571	\$18,850	\$13.58	\$2,355	\$28,275	\$18.12	\$3,112	\$37,700
5	\$10.59	\$1,836	\$22,030	\$15.87	\$2,752	\$33,045	\$21.18	\$3,642	\$44,060
6	\$12.12	\$2,101	\$25,210	\$18.16	\$3,149	\$37,815	\$24.24	\$4,172	\$50,420
7	\$13.65	\$2,366	\$28,390	\$20.45	\$3,546	\$42,585	\$27.30	\$4,702	\$56,780
8	\$15.18	\$2,631	\$31,570	\$22.74	\$3,943	\$47,355	\$30.36	\$5,232	\$63,140
9	\$16.71	\$2,896	\$34,750	\$25.03	\$4,340	\$52,125	\$33.42	\$5,762	\$69,500
10	\$18.27	\$3,161	\$37,930	\$27.32	\$4,737	\$56,895	\$36.48	\$6,292	\$75,860
Each additional family member	\$1.53	\$265	\$3,180	\$2.29	\$397	\$4,770	\$3.06	\$530	\$6,360

** Hourly income is calculated on employment of 40 hours per week, 52 weeks per year*

Appendix E

Warren County's Sliding Fee Scale

Effective February 13, 2004

Gross Monthly Income		Family Size							
From	To	1	2	3	4	5	6	7	8
0	\$776	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
\$776.01	\$1,041	\$5	\$0	\$0	\$0	\$0	\$0	\$0	\$0
\$1041.01	\$1,306	\$10	\$5	\$0	\$0	\$0	\$0	\$0	\$0
\$1306.01	\$1,571	\$15	\$10	\$5	\$0	\$0	\$0	\$0	\$0
\$1,571.01	\$1,836	Full fee	\$15	\$10	\$5	\$0	\$0	\$0	\$0
\$1,836.01	\$2,101	Full fee	\$20	\$15	\$10	\$5	\$0	\$0	\$0
\$2,101.01	\$2,366	Full fee	Full fee	\$20	\$15	\$10	\$5	\$0	\$0
2,366.01	\$2,631	Full fee	Full fee	\$25	\$20	\$15	\$10	\$5	\$0
\$2,631.01	\$2,896	Full fee	Full fee	Full fee	\$25	\$20	\$15	\$10	\$5
\$2,896.01	\$3,161	Full fee	Full fee	Full fee	\$30	\$25	\$20	\$15	\$10
\$3,161.01	\$3,426	Full fee	Full fee	Full fee	Full fee	\$30	\$25	\$20	\$15
\$3,426.01	\$3,691	Full fee	Full fee	Full fee	Full fee	\$35	\$30	\$25	\$20
\$3,691.01	\$3,956	Full fee	Full fee	Full fee	Full fee	Full fee	\$35	\$30	\$25
\$3,956.01	\$4,221	Full fee	Full fee	Full fee	Full fee	Full fee	\$40	\$35	\$30
\$4,221.01	\$4,486	Full fee	Full fee	Full fee	Full fee	Full fee	Full fee	\$40	\$35
\$4,486.01	\$4,751	Full fee	Full fee	Full fee	Full fee	Full fee	Full fee	\$45	\$40
\$4,751.01	\$5,016	Full fee	Full fee	Full fee	Full fee	Full fee	Full fee	Full fee	\$45
\$5,016.01	\$5,281	Full fee	Full fee	Full fee	Full fee	Full fee	Full fee	Full fee	\$50
\$5,281.01	\$5,546	Full fee	Full fee	Full fee	Full fee	Full fee	Full fee	Full fee	Full fee
\$5,546.01	\$5,811	Full fee	Full fee	Full fee	Full fee	Full fee	Full fee	Full fee	Full fee

Appendix F

<i>SERVICE</i>	<i>POPULATION ELIGIBILITY</i>	<i>PROVIDER</i>	<i>ACCESS POINT</i>	<i>SPECIAL CRITERIA</i>
Psychiatric Medication Assistance	MI/CMI	Indianola Hy-Vee Indianola Medicap Norwalk Medicap Carlisle Medicap	YES	To be eligible for psychiatric medication assistance, the individual must immediately apply for Medicaid and the pharmaceutical indigent program. Verification of application or denial must be provided to the CPC Office. Failure to provide verification will limit eligibility to two (2) months.
Individual & Systems Advocacy	MI/CMI/MR/DD	Mental Health Advocate	NO	Commitment
Legal Representation	MI/CMI/MR/DD	Local Attorneys under a court commitment or attorney in the area of commitment	NO	Commitment
Consultation	MI/CMI	Eyerly-Ball Community Mental Health Center, Des Moines Child Guidance Center Mental Health Center in consumer's catchment area	YES	None
Case Management – Medicaid	CMI/MR/DD	DHS CSA Easter Seals Southeast Iowa Case Management	YES	Case Management Standards
Diagnosis & Evaluation Related to commitment	MI/CMI	Broadlawns Medical Center Mercy Franklin Mary Greeley University of Iowa Eyerly-Ball Mental Health Center in consumer's catchment area		Court Ordered

WARREN COUNTY MANAGEMENT PLAN

Transportation	CMI/MR/DD*	RRACAP Yellow Cab REA Concerned. Inc Southern Iowa Trolley Hope	Yes	Need Based
Physiological Treatment	MI/CMI	Broadlawns Medical Center Mercy Clinic Warren County Public Health Nurse Mental Health Center in consumer's catchment area	YES	Need Based
Psychotherapeutic	MI/CMI	Eyerly-Ball, Des Moines Child Guidance Center, The Richmond Center, Mental Health Center in consumer's catchment area	YES	Need Based
Psychological Testing/Psychiatric Evaluations	MI/CM/MR/DD	Eyerly-Ball, Des Moines Child Guidance Center, Hearthstone Counseling Mental Health Center in consumer's catchment area	YES	To determine diagnosis and service eligibility
Supported Employment	CMI/MR/DD*	COC – Pella Goodwill Industries (various sites) Genesis Development Hope Haven Systems Unlimited	YES	Need Based

WARREN COUNTY MANAGEMENT PLAN

Work Activity/Enclave	CMI/MR/DD*	Concerned, Inc Progress Industries Crossroads, Inc Opportunity Village Genesis Development Goodwill Industries (various sites)	YES	Need Based
Sheriff Transportation	MI/CMI/MR/DD	Warren County Sheriff or Sheriff in the area of the commitment	NO	Commitment
Day Treatment	MI/CMI	Broadlawns Medical Center Goodwill Industries Mental Health Center in consumer's catchment area	YES	Need Based
Sheltered Workshop	CMI/MR/DD*	COC- Pella Concerned, Inc Progress Industries REA MIW Goodwill Industries (various sites) Genesis Development Innovative Industries Link Associates Options of Linn County New Hope Village TENCO Industries	YES	Need Based
Placement at Hospital	MI/CMI/MR/DD	Broadlawns Medical Center Mental Health Center in consumer's catchment area	YES	Commitment and voluntary admission as mandated by the Iowa Code <i>Ellsworth Municipal Hospital, Mary Greeley, and Mercy Franklin may be accessed during the 72-hour hold of an involuntary commitment process</i>

WARREN COUNTY MANAGEMENT PLAN

Day Treatment	MI/CMI	Broadlawns Medical Center Mental Health Center in consumer's catchment area	YES	Need Based
Supported Community Living	CMI/MR/DD*	Abbe Center ChildServe Genesis Development Linn County Community Services Mainstream Living SIRF Systems Unlimited New Hope CIRSI Harlan Crest LSI Specialized Support Services Progress Industries ResCare Hope Haven Link Associates Creative Community Options	YES	Need Based
Community Support Programs	CMI	Eyerly- Ball	YES	Need Based
State Institutions	MI/CMI	Iowa Mental Health Institutes	YES	Court Ordered
State Institutions	MR	Iowa Mental Health Institutes	YES	Approved By Iowa Foundation for Medical Care Medicaid Approved
Adult Day Habilitation	CMI/MR	Genesis Inc. Goodwill Industries	YES	Waiver and Needs Based – Program will be developed as the need arises

WARREN COUNTY MANAGEMENT PLAN

Housing Supports, Other	CMI/MR	Crest Services Rainbow Center Chariton Group Home	YES	Need Based
RCF	CMI/MR/DD*	Chariton Group Home Country Haven Community Care of Charlotte	Yes	Need Based
RCF/MR	MR	Crest Services	YES	Need Based
RCF/PMI	CMI	Plymouth Life Park Place Sunshine Homes Westminster House Abbe Center	YES	Need Based
ICF/MR	MR/DD	COC/ Southview COC/Easton Opportunity Village Park Place Mosaic Behavioral Technologies Progress Industries Harmony House The Homestead Opportunities Unlimited Woodward Resource Center Glenwood Resource Center Clarinda MHI	YES	Need Based Approved by Iowa Foundation for Medical Care Medicaid Approved
Respite	MR	LSI Link Associates Respite Connection Easter Seals	YES	Need Based Approved by Iowa Foundation for Medical Care Medicaid Approved

WARREN COUNTY MANAGEMENT PLAN

HCBS/MR	MR	Mainstream Living Genesis Development COC The Homestead LSI Link Associates CIRIS MIW Hope Haven New Hope RRACAP ChildServe Concerned, Inc Crossroads Goodwill Industries (various sites) Harlan Crest SIRF Innovative Industries Progress Industries REA ResCare Systems Unlimited TENCO Industries The Respite Connection	YES	Need Based Approved by Iowa Foundation for Medical Care Medicaid Approved
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****Warren County consumers with Developmental Disabilities receive funding according to the State mandates for services. Those consumer's grandfathered into Warren County's system on 6/30/96 will follow the stipulations set forth for Mentally Retarded consumers.***

Appendix G

Providers Warren County currently contract with include:

1015 Transportation 2417 S Emma St Ottumwa, IA 52501 (515) 683-0695	Abbe Center 1860 Country Home Road Marion, IA 52302 (319) 398-3562
Abbe Center for Community Mental Health 3150 E Ave NW Cedar Rapids, IA 52405 (319) 398-3534	Behavioral Tech 2601 University Des Moines, IA 50317 (515) 263-9109
Boone County Workshop P.O. Box 708 Boone, IA 50036 (515) 432-6911	Boone County Transportation Box 32 Boone, IA 50036-0032 (515) 432-5038
Broadlawns 1801 Hickman Road Des Moines, IA 50314-1597 (515) 282-5752	Betty Bowsby 1005 Manor Drive Creston, IA 50801 (515) 782-4319
Central Iowa Residential Services P.O. Box 1356 Marshalltown, IA 50158 (515) 752-5762	Cedar Valley Community Support Service 3121 Brockway Road Waterloo, IA 50701 (319) 233-1288
Chamber Ridge House 3305 Glen Oaks Blvd. Sioux City, IA. 51104 (712) 277-8295	Chariton Group Home 1221 Brookdale Chariton, IA 50049 (515) 774-8252
Carlisle Medicap 800 School St. Carlisle, IA 50047 (515) 989-3261	Cherokee 1251 E. Cedar Cherokee, IA 51012-2594 (712) 225-2594
Child Serve 5900 Pioneer Park Johnston, IA 50131 (515) 727-1201	Children & Families of Iowa 1111 University Avenue Des Moines, IA 50314 (515) 288-1981
Christian Opportunity Center-East 1602 N 14 th St. Indianola, IA 50125 (515) 961-3653	Christian Opportunity Center-Pella 1553 Broadway P.O. Box 347 Pella, IA. 50219 (641) 628-1162
Community Based Services of Bremer 100 E. Bremer Waverly, IA 50677 (319) 352-3760	Community Care, Inc. 1611 330 th Avenue Charlotte, IA. 52731 (563) 677-2231

WARREN COUNTY MANAGEMENT PLAN

<p>Community Support Advocates 333 S.W. 9th Des Moines, IA 50309 (515) 883-1776</p>	<p>Clarinda MHI P.O. Box 338 Clarinda, IA (712) 542-2161</p>
<p>Connections 603 E 12th St Des Moines, IA 50309 (515) 263-4822</p>	<p>Concerned Inc. Box 12 Harlan, IA 51537 (712) 755-5834</p>
<p>Country View Estates 2345 Redwood Ave. Guthrie Center, IA. 50115 (641)-755-2125</p>	<p>Crest Group Home 3031 Merle Hay Road Des Moines, IA 50310 (515) 331-1200</p>
<p>Creative Community Options 6950 NE 14th Street, Suite 36 Ankeny, IA 50021 (515) 289-4781</p>	<p>Des Moines Child & Adolescent Guidance Center 808 5th Ave Des Moines, IA 50309 (515) 244-2267</p>
<p>Dallas County Care Facility 2851 N Ave Adel, IA 50003 (515) 993-4721</p>	<p>Division Vocational Rehabilitation Services 510 East 12th Street Des Moines, IA 50319-0240 (515) 281-4217</p>
<p>Department of Human Services 901 East Iowa Avenue Box 729 Indianola, IA 50125 (515) 961-5353</p>	<p>D.T.A (d.b.a) Jasper County Transit 115 E. 17th Street N. Newton, IA. 50708 (541) 787-0366</p>
<p>Echo Plus Inc. 1520 6th Avenue, North Estherville, IA 51334 (712) 362-2151</p>	<p>Easter Seals 401 NE 66th Ave Box 4002 Des Moines, IA 50333 (515) 289-1933</p>
<p>Ellsworth Municipal Hospital 110 Rocksylvana Ave Iowa Falls, IA 50126 (641) 648-2290</p>	<p>Eyerly-Ball 1301 Center St Des Moines, IA 50309 (515) 243-5181</p>
<p>Faith, Hope, & Charity Box 243 Storm Lake, IA 50588 (712) 732-5127</p>	<p>Iowa County Transportation 799 Cherry Avenue Marengo, IA 52301 (319) 642-7615</p>
<p>Genesis Development P.O. Box 327 Boone, IA 50036-0327 (515) 432-7288</p>	<p>Genesis Development P.O. Box 558 307 South Jefferson Street Indianola, IA. 50125 (515) 961-6918</p>

WARREN COUNTY MANAGEMENT PLAN

Glenwood State Hospital School 711 S. Vine Glenwood, IA 51534 (712) 527-4811	Goodwill Industries of Central Iowa 4900 N.E. 22 nd Street Des Moines, IA 52240 (515) 245-5323
Good Connections 1109 Division Street Boone, IA 50313 (515) 432-6911	Hawkeye Health Services 1602 N. Lincoln Knoxville, IA 50138 1-800-599-1642
Goodwill Industries of Southeast Iowa 1410 S First Ave Box 1696 Iowa City, IA 52244 (319) 337-4158	Homestead 8272 NE University Runnells, IA 50237 (515) 967-4369
Harmony House 2950 West Shavlis Road Waterloo, IA 50701 (319) 234-4495	Innovative Industries 405 E Madison Winterset, IA 50273 (515) 462-2926
Harlan Crest 1409 McKinley Harlan, IA 51537 (712) 755-5178	Lake City Opportunity Living 1890 East Main Lake City, IA 51449 (712) 464-8961
HOPE – Honoring Opportunities for Personal Empowerment (515) 277-HOPE(4673); www.hope-agency.com	Madison County Elderly 1006 N John Wayne Drive Winterset, IA 50273 (515) 462-1334
Hope Haven 1800 19 th St Rock Valley, IA 51247 (712) 476-2737	Mary Greeley Hospital 1111 Duff Avenue Ames, IA 50010 (515) 239-2682
Hy-Vee Pharmacy 910 N. Jefferson Indianola, IA 50125 (515) 962-9444	Mercy Franklin 1750 48 th Street, Suite 2 Des Moines, IA 50310 (515) 271-6300
Innovative Industries 215 N. Walnut Creston, IA 50801-0216 (515) 782-8495	New Hope Village 1211 East 18 th P.O. Box 887 Carroll, IA 51401 (712) 792-6713
Link Associates 4301 N.E. 14 th Street Des Moines, IA 50313 (515) 262-8888	North Central Human Services 217 Maple Nevada, IA 50201 (515) 382-5520

WARREN COUNTY MANAGEMENT PLAN

Linn County Community Services 305 Second Avenue S.E. Cedar Rapids, IA. 52401- 1215 (319) 892-5679	Norwalk Medicap 1031 Sunset Dr. Norwalk, IA 50211 (515) 981-0139
Lutheran Social Services of Iowa 3125 Cottage Grove Ave Des Moines, IA 50311 (515) 274-4946	Opportunity Living 1890 E. Main Lake City, IA 51449 (712) 464-8961
Mainstream Living P.O. Box 1621 Ames, IA 50010 (515) 232-8405	Mainstream Living P.O. Box 41338 333S.W. 9 th Street, Suite C Des Moines, IA. 50311 (515)-243-8115
Mary Greeley Medical Center 1111 Duff Avenue Ames, IA. 50010 (515) 239-2112	Opportunity Village P.O. Box V Clear Lake, IA 50428 (515) 357-5277
Mosaic 700 3 rd Street Des Moines, IA 50309 (515) 246-1840	Paratransit 1100 MTA Lane Des Moines, IA 50309
Indianola Medicap 208 E. Euclid Ave. Indianola, IA 50125 (515) 962-5303	Park Place 1307 Sunnyside Lane Atlantic, IA 50022 (712) 243-1213
Mid Iowa Workshop Box 966 Marshalltown, IA 50158 (515) 752-3697	Progress Industries 1017 E 7 th St. N Box 1449 Newton, IA 50208-1449 (515) 792-6119
Nishna Productions P.O. Box 70 Shenandoah, IA 51601 (712) 246-1242	Psychiatric Associates 112 2 nd Street N.W. Waverly, IA 50677 (319) 352-2108
North Central Mental Health Center 217 Maple Nevada, IA 50201 (515) 955-7171	Plymouth Life Time 1240 Lincoln St. N.E. Le Mars, IA 51031 (712) 546-6500
Opportunities Unlimited 3222 Pawnee Place Sioux City, IA 51104 (712) 277-8295	Red Rock Area Community Action Program 1009 S. Jefferson, Suit 1 Indianola, IA. 50125-3221 (515) 961-2543

WARREN COUNTY MANAGEMENT PLAN

Orchard Place 925 Porter Avenue Des Moines, IA 50315 (515) 285-6781	REM-Iowa 36 th Avenue Hiawatha, IA 52233-1504 (712) 294-0430
Rainbow Center 305 15 th Street Des Moines, IA. 50309 (515) 243-1741	Richmond Center 600 5 th Street Ames, IA 50010 (515) 232-5811
Prairie View 18569 Lane Road Fayette, IA 52142 (319) 425-3291	Respite Connection 3217 Cottage Grove Ave. Des Moines, IA. 50311 (515) 277-1050
Progress Industries 5518 NW 88 th St. Johnston, IA 50131-1782 (515) 557-1810 www.progressindustries.org	Southern Iowa Trolley 210 Russell St Creston, IA 50801 (641) 782-4170
REA 495 4 th Avenue P.O. Box 24 Conroy, IA 52220 (319) 662-4043	Specialized Support Services 2120 Northcrest Drive Council Bluffs, IA 51503 (712) 323-9824
REM-Council Bluffs 2417 Avenue L Council Bluffs, IA 51501 (712) 322-1161	Tenco Workshop 710 Gateway Drive Ottumwa, IA. 52501 (641) 682-8114
Southeast Iowa Case Management 119-B South Jefferson P.O. Box 314 Sigourney, IA. 52591-1541 (641) 622-2522	Unlimited Opportunity 210 N.W. 2 nd Clarion, IA 50525 (515) 532-3221
ResCare 602 E. Grand Des Moines, IA 50319 (515) 280-2256	Woodward Resource Center 1251 334 th Street Woodward, IA 50276 (515) 438-2600
Southwest Iowa Residential Facilities 203 W. Monroe Street Creston, IA 50801 (641) 782-4170	Westminster House 940 Cummins Parkway Des Moines, IA 50312 (515) 277-8108
Systems Unlimited 1556 S 1 st Ave, Suite 1 Iowa City, IA 52240 (319) 338-9212	Wadle & Associates 2327 70 th Street Urbandale, IA. 50322 (515) 270-1344

WARREN COUNTY MANAGEMENT PLAN

Tri-County Community Services 210 N. 10 th Street Adel, IA 50003 (515) 993-5817	Hearthstone Counseling 3209 Ingersol #205 Windsor Heights, IA. 50312-3920 (515) 279-2834
Abbe Center for Community Care 800 1 st Street N.W. Cedar Rapids, IA. 52405-2713 (319) 398-3617	Golden Circle 515 28 th St, Suite 104 Des Moines, IA. 50312 (515) 241-0982
Nishna Productions Inc 8 S 6 St B28 Council Bluffs, IA. 51501 - 4200 (712) 388-8337	Comprehensive Systems P.O. Box 457 Charles City, IA. 51537 (712) 755-5834
North Iowa Vocational Center Inc P.O. Box 428 Mason City, IA 50402 (641) 423-3301	

Other community mental health centers may also be accessed through individual CPC exceptions based on the consumer's current residency and unavailability to access the mental health providers in Warren County.

Consumer Directed Attendant Care Providers will be reviewed on a case-by-case basis. Other providers and services will be reviewed on a case-by-case basis.

Appendix H
Warren County Central Point of Coordination
Legal Settlement Form

***Legal Settlement: Is determined by **one continuous year** of residency within a county without receiving treatment and/or support services for MR/DD/MH/BI/SA. If you do not find one full year at the above address without the above-mentioned services, please continue until legal settlement can be determined. If someone has received services since the age of majority, they will be granted the legal settlement determination of their parents/guardians.*

Name: _____ **Date Completed:** _____
Last First MI Month/Day/Year

Birth Date: _____ **Social Security Number:** _____

Current Address _____ **City** _____ **State** _____ **County** _____
Dates of Residency: _____ to _____
M/D/Y M/D/Y

Services (MH/MR/DD/SA) while at this address:

Type of Service: _____

Agency/Location of Service: _____

Dates of Service: _____ to _____
M/D/Y M/D/Y

Type of Service: _____

Agency/Location of Service: _____

Dates of Service: _____ to _____
M/D/Y M/D/Y

Legal Settlement Determined? _____ **yes** **County of Legal Settlement:** _____
_____ **no** **Please Continue.**

Previous Address _____ **City** _____ **State** _____ **County** _____

Dates of Residency: _____ to _____
M/D/Y M/D/Y

Services (MH/MR/DD/SA) while at this address:

Type of Service: _____

Agency/Location of Service: _____

Dates of Service: _____ to _____
M/D/Y M/D/Y

Type of Service: _____

Agency/Location of Service: _____

Dates of Service: _____ to _____
M/D/Y M/D/Y

Legal Settlement Determined? _____ **yes** **County of Legal Settlement:** _____
_____ **no** **Please Continue.**

WARREN COUNTY MANAGEMENT PLAN

Previous Address _____ **City** _____ **State** _____ **County** _____

Dates of Residency: _____ to _____
M/D/Y M/D/Y

Services (MH/MR/DD/SA) while at this address:

Type of Service: _____

Agency/Location of Service: _____

Dates of Service: _____ to _____
M/D/Y M/D/Y

Type of Service: _____

Agency/Location of Service: _____

Dates of Service: _____ to _____
M/D/Y M/D/Y

Legal Settlement Determined? _____ yes County of Legal Settlement: _____
_____ no Please Continue.

Previous Address _____ **City** _____ **State** _____ **County** _____

Dates of Residency: _____ to _____
M/D/Y M/D/Y

Services (MH/MR/DD/SA) while at this address:

Type of Service: _____

Agency/Location of Service: _____

Dates of Service: _____ to _____
M/D/Y M/D/Y

Type of Service: _____

Agency/Location of Service: _____

Dates of Service: _____ to _____
M/D/Y M/D/Y

Legal Settlement Determined? _____ yes County of Legal Settlement: _____
_____ no Please Continue.

Previous Address _____ **City** _____ **State** _____ **County** _____

Dates of Residency: _____ to _____
M/D/Y M/D/Y

Services (MH/MR/DD/SA) while at this address:

Type of Service: _____

Agency/Location of Service: _____

Dates of Service: _____ to _____
M/D/Y M/D/Y

Type of Service: _____

Agency/Location of Service: _____

Dates of Service: _____ to _____
M/D/Y M/D/Y

Legal Settlement Determined? _____ yes County of Legal Settlement: _____
_____ no Please Continue.

**Attach additional sheets as necessary to document county of legal settlement.*

**Warren County Central Point of Coordination
Legal Settlement Form**

Instructional Page

Legal Settlement: is obtained once a person continuously resides in an Iowa county for a period of one year (six months if blind) without receiving any mental health, mental retardation, developmental disability, and/or substance abuse services/treatments/hospitalizations. Legal settlement is determined for the purposes of funding of these services upon request for county assistance.

Please complete this form in its entirety to assist Warren County in determining legal settlement and eligibility for funding. If the form is not completed properly the funding for services could be delayed while the county office investigates legal settlement information.

Name: Complete the persons full name (Last, First, Middle or Middle initial)

Date Completed: Today's date

Birth date: Month, day, and year are necessary for processing information

Social Security Number: All correct and current numbers are necessary for proper identification

Address: Full mailing address is preferred however a minimum of information will need to contain city, state, and county.

Dates of Residency: Complete this information to the day if available however an idea of month and year is essential.

Services: List any vocational, residential, hospitalization, and/or outpatient services that have been received for MH/MR/DD/BI/SA while living at the address listed at that time.

Agency/Location of Service: Is of assistance to obtain records and/or dates of services

Dates of Service: List dates as possible, again an idea of month and year is essential

Legal Settlement Determined: If a full year of residency was determined without any MH/MR/DD/BI/SA services list the county of legal settlement. If unable to determine legal settlement at the address listed continue back to the previous address and complete the same information. Continue as far back as needed to find one year in an Iowa county or another state without any MH/MR/DD/BI/SA services being rendered. If the applicant has received services since the age of majority the legal settlement will fall upon the person's parents/guardians legal settlement. The same process is used to determine the parent's legal settlement.

Releases of Information: Please complete a Warren County Release of Information for all **current and past providers** (i.e. hospitals, Community Mental Health Centers, Vocational agencies, Residential agencies, etc.) involved in providing services to the applicant and for the agency where this application is being completed.

ANNUAL REVIEW

Warren County is continuously reviewing and amending the system to enhance those that are served. The Warren County CPC Administrator will prepare an annual report for the Warren County Board of Supervisors, Department of Human Services, the State County Management Committee, and other interest parties, by December 1 each year. The annual report will include an analysis of the data associated with the services managed during the preceding fiscal year. The annual review will include:

1. Progress toward goals and objectives
2. Documentation of stakeholder involvement
3. Actual provider network
4. Actual expenditures
5. Actual scope of services
6. Number, type, and resolution of appeals
7. Quality assurance implementation, finding, and impact on the plan
8. Waiting list information

STRATEGIC PLAN

NEEDS ASSESSMENT

Warren County will complete an annual report that will include, but not limited to, the following information:

1. Equity of access
2. Community based supports
3. Consumer participation
4. Administration
5. County waiting list

Warren County offers opportunities for input and ideas through a variety of meetings, committees, and organizations at various times throughout the year for stakeholders. In order to obtain a plethora of information regarding the Managed Care Plan process and establish goals and to meet the needs of persons served, Warren County strives to obtain information from consumers, parents/families/legal guardians, and providers.

Stakeholders – Includes, but is not limited to consumers, family members, guardians, county officials, providers, and concerned citizens.

The stakeholder meetings allow individuals the opportunity to voice concerns regarding current services, as well as, provide input for unmet service needs. In addition, each person is asked to complete a Warren County Managed Care plan survey. The information collected from these surveys, is used toward setting goals for the upcoming fiscal year.

Warren County also encourages individuals to participate in developing the Managed Care Plan, to ensure each disability type and level of service is being reviewed. The members of the committee this year included:

Dave Wells, DHS Case Management
Darci Alt, DHS Case Management
Brenda Daily, Christian Opportunity Center
Lisa Robinson, DVRS Counselor
David Stout, Des Moines Child and Adolescent Guidance Center/Orchard Place
Larry Hejtmanek, Director of Clinical Operations, Eyerly-Ball
Kristi Dierking, CPC
Kristy Whisler, Assistant CPC
Dave Mineart, Warren County Board of Supervisors, Chair

The committee's duties include, but are not limited to:

1. Reviewing previous goals
2. Assessing current needs
3. Recommending new goals and brainstorming solutions
4. Evaluating CPC service processes. Needs, such as transportation and housing continue as on-going goals.

As a group, we formed a Transition Committee, whose responsibilities will vary but include meeting quarterly to review potential consumers, educating schools on services available, and the process needing completed to transition into adult services while receiving County assistance.

The CPC staff meets with DHS Case Managers on periodic basis as an update on current and potential consumers, services being used or needed, and the progression of persons utilizing services. In addition, when invited, the CPC staff will attend consumer's ICP's. With prior notification, CPC staff is available on an individual basis, to review the CPC process for enrollment and access to county services. The information collected through the areas noted above will be incorporated into the goals and rules set forth for the Managed Care Plan.

GOALS AND ACTION PLANS

Goals #1 through #6 identify specific Incentive/Efficiency outcomes, which will be used in Warren County's proposal to the state for incentive and efficiency funding. Goal #7 is also viewed as essential by Warren County stakeholders but will not be used for the incentive and efficiency funding. These goals are effective from July 1, 2000 – June 30, 2003. Goals are reviewed and revised to meet consumer's needs every three years.

Goal #1 To increase consumer participation in the Managed Care process.

Consumers currently contribute in a limited role in the Managed Care process. Consumers should become more knowledgeable and involved in the decision making process and also be included in budget decisions that affect the services they request and receive.

Plan of Action

1. CPC staff will hold a variety of stakeholder and informational meetings during the year.
2. CPC staff will make available training and learning opportunities for interested parties on various topics pertinent to mental health related topics.

Goal #2 To increase community support involvement of consumers with chronic mental illness.

Consumers with chronic mental illness have had limited SCL available to them until the spring of 1999. Psychiatric hospitalizations may have occurred due to the lack of support and the consumer's quality of life could have been affected.

Plan of Action

1. CPC staff, the Mental Health Advocate, DHS staff, Clarinda MHI staff, and Eyerly-Ball staff will work with Eyerly-Ball SCL staff to make referrals and encourage appropriate participation in SCL services.
2. Eyerly-Ball SCL staff will report SCL usage and progress to CPC staff on a monthly basis.
3. Eyerly-Ball SCL staff will work with the CPC staff to develop and administer a survey, which will address quality of life issues for consumers with chronic mental illness.
4. CPC staff and Eyerly-Ball staff will maintain a SCL Policy and Procedures applicable to Warren County.

*** Warren County currently funds one full-time SCL Specialist. With the rising needs of consumers and in order to provide quality service, an additional part-time SCL Specialist may be necessary within the next 3 fiscal years. This will be an additional expense of county funding.*

Goal #3 To increase the availability of appropriate housing for Warren County consumers.

Warren County continues to grow at a rapid pace, and housing availability remains a need. At this time, the County is working with multiple providers to begin services within the County, and meet the needs of consumers in an effort to fulfill their desires for choice on where to live.

Plan of Action

1. CPC staff will continue to work with DHS case managers and social workers, Eyerly-Ball SCL staff, and various providers to determine specific needs of the identified consumers.
2. CPC staff will determine the cost to the county of the housing services if made available.
3. CPC staff will work with local providers on various avenues in recruiting more staff.
4. CPC staff will explore options of accessing other funding streams, to minimize the dollars necessary from the County.

5.

** Warren County realizes that to accomplish this goal, additional funding will be necessary.

Goal #4 To increase consumer awareness of services available and involvement as appropriate.

Each year, more consumers request services of Warren County who legitimately can benefit from the services and there is funding available to meet their needs. Stakeholders have shared their belief that there continues to be potential consumers needing services who are not knowledgeable of their availability. Consumers transitioning out of high school are of particular concern.

Plan of Action

1. CPC staff will form a Transition Committee, which includes but is not limited to: Heartland AEA, Voc Rehab, Eyerly-Ball staff, local schools, providers, DHS, and interested parties in the identification of consumers with service needs. The Transitional Committee roles will include, but is not limited to: discussion of potential consumers, educating school officials on the CPC process, and providing information on service options.
2. Eyerly-Ball and Des Moines Child & Adolescent Guidance Center will continue to make community presentations using their allocated consultation/education funding.
3. An effort will be made to continue to make presentations to the schools on transitioning students to services.
4. Stakeholder meetings will be published in local newspapers, which are open to the public.

** Warren County realizes that to accomplish this goal, additional funding will be necessary.

Goal #5 To decrease time spent determining service eligibility based on completed CPC applications received.

CPC staff make an effort to send NODs on completed applications in a timely manner. However, not all applications are processed within a calendar week. CPC staff are committed to getting the NODs mailed in a timelier manner.

Plan of Action

1. The CPC Assistant will review applications received on a daily basis.
2. The CPC Assistant will determine legal settlement and make an initial eligibility recommendation to the CPC Administrator within 2 business days.
3. The CPC Administrator will write a NOD within 1 business day based on information received from the CPC Assistant. If more information is needed a NOD, stating this will also be sent.
4. The above processing order will be followed on a routine basis; exceptions will be made as necessary due to sickness, vacations, etc.
5. If CPC staff determines that a particular provider does not routinely send completed applications, then that provider will be contacted and staff will provide necessary instruction.

Goal #6 To increase community based employment opportunities for consumers.

It is clear that providers are making an effort to focus more on community job placements for consumers. However, it can be difficult for job opportunities to be found and at times consumers become comfortable with the level of security offered at the workshop setting. The cost of job coaching can also be prohibitive.

Plan of Action

1. CPC staff will continue to hold quarterly Transition Committee meetings and work with committee members in determining supported employment needs.
2. Providers will continue to take an active role in encouraging consumers to look more seriously at supported employment and find alternate socialization opportunities for consumers who have reached their maximum potential at the workshop.
3. The CPC Administrator will consider substituting an equal amount of funding for supported employment for the amount funded for the same consumer in a sheltered workshop setting.
4. At the stakeholders meetings the CPC staff will encourage consumers to consider supported employment.

** Warren County realizes that to accomplish this goal, additional funding will be necessary.

Goal #7 To continue to address quality assurance and continuous quality improvement particularly in the areas of:

- *service eligibility guidelines*
- *customer designed services*
- *availability of emergency psychiatric services*
- *taking a proactive stand in addressing potential consumer needs.*

CPC staff and Warren County stakeholders recognize that there continues to be unmet needs and new service areas to investigate. The above areas have been noted to begin to address.

Plan of Action

1. CPC staff will meet with DHS staff and providers to determine if there are consumers who are not eligible for services due to their income being above current poverty guidelines. Specific co-payment options will be developed as reasonable.
2. CPC staff, DHS staff, and providers will investigate further ways to incorporate the customer designed service philosophy with the treatment plans of consumers.
3. CPC staff will meet with Eyerly Ball staff to assess the extent of unmet emergency psychiatric stabilization services. Specific options will be implemented as reasonable.

CPC staff will make more of an effort to be aware of community issues such as domestic violence. An effort will be made for Warren County to develop a more proactive position in such areas within the guidelines of the Managed Care Plan.

Goal #8 To increase transportation availability to Warren County consumers.

Plan of Action

1. CPC staff will meet with providers and Red Rock to determine specific transportation needs and assess the feasibility of providing expanded transportation to be funded by consumers and/or Warren County. Expanded services will be developed as reasonable.
2. CPC staff will explore with the Warren County Transportation Committee, different funding options and other transportation possibilities, to increase service option to those living in Warren County.
3. CPC staff will investigate avenues to integrate consumers into a county transportation system.

Please note: Due to limited transportation accessibility within and outside city limits, CPC staff will work in conjunction with local DHS staff and providers in pursuing/expanding the transportation availability.

*** Warren County realizes that to accomplish this goal, additional funding will be necessary.*

SERVICES AND SUPPORTS -- Review process will be as needed.

<i>SERVICE</i>	<i>POPULATION ELIGIBILITY</i>	<i>PROVIDER</i>	<i>ACCESS POINT</i>	<i>SPECIAL CRITERIA</i>
Psychiatric Medication Assistance	MI/CMI	Indianola Hy-Vee Indianola Medicap Norwalk Medicap Carlisle Medicap	YES	To be eligible for psychiatric medication assistance, the individual must immediately apply for Medicaid and the pharmaceutical indigent program. Verification of application or denial must be provided to the CPC Office. Failure to provide verification will limit eligibility to two (2) months.
Individual & Systems Advocacy	MI/CMI/MR/DD	Mental Health Advocate	NO	Commitment
Legal Representation	MI/CMI/MR/DD	Local Attorneys under a court commitment or attorney in the area of commitment	NO	Commitment
Consultation	MI/CMI	Eyerly-Ball Community Mental Health Center, Des Moines Child Guidance Center Mental Health Center in consumer's catchment area	YES	None
Case Management – Medicaid	CMI/MR/DD	DHS CSA Easter Seals Southeast Iowa Case Management	YES	Case Management Standards
Diagnosis & Evaluation Related to commitment	MI/CMI	Broadlawns Medical Center Mercy Franklin Mary Greeley University of Iowa Eyerly-Ball Mental Health Center in consumer's catchment area		Court Ordered

WARREN COUNTY MANAGEMENT PLAN

Transportation	CMI/MR/DD*	RRACAP Yellow Cab REA Concerned. Inc Southern Iowa Trolley Hope	Yes	Need Based
Physiological Treatment	MI/CMI	Broadlawns Medical Center Mercy Clinic Warren County Public Health Nurse Mental Health Center in consumer's catchment area	YES	Need Based
Psychotherapeutic	MI/CMI	Eyerly-Ball, Des Moines Child Guidance Center, The Richmond Center, Mental Health Center in consumer's catchment area	YES	Need Based
Psychological Testing/Psychiatric Evaluations	MI/CMI/MR/DD	Eyerly-Ball, Des Moines Child Guidance Center, Hearthstone Counseling Mental Health Center in consumer's catchment area	YES	To determine diagnosis and service eligibility
Supported Employment	CMI/MR/DD*	COC – Pella Goodwill Industries (various sites) Genesis Development Hope Haven Systems Unlimited	YES	Need Based

WARREN COUNTY MANAGEMENT PLAN

Work Activity/Enclave	CMI/MR/DD*	Concerned, Inc Progress Industries Opportunity Village Goodwill Industries (various sites)	YES	Need Based
Sheriff Transportation	MI/CMI/MR/DD	Warren County Sheriff or Sheriff in the area of the commitment	NO	Commitment
Day Treatment	MI/CMI	Broadlawns Medical Center Mental Health Center in consumer's catchment area	YES	Need Based
Sheltered Workshop	CMI/MR/DD*	COC – Pella Concerned, Inc Progress Industries REA MIW Goodwill Industries (various sites) Genesis Development Innovative Industries Link Associates Options of Linn County New Hope Village TENCO Industries	YES	Need Based
Placement at Hospital	MI/CMI/MR/DD	Broadlawns Medical Center Mental Health Center in consumer's catchment area	YES	Commitment and voluntary admission as mandated by the Iowa Code <i>Mary Greely and Mercy Franklin may be accessed during the 72-hour hold of an involuntary commitment process</i>

WARREN COUNTY MANAGEMENT PLAN

Day Treatment	MI/CMI	Broadlawns Medical Center Mental Health Center in consumer's catchment area	YES	Need Based
Supported Community Living	CMI/MR/DD*	Abbe Center ChildServe COC-Pella Genesis Development Linn County Community Services Mainstream Living SIRF Systems Unlimited New Hope CIRSI Harlan Crest LSI Specialized Support Services Progress Industries ResCare Hope Haven Link Associates Creative Community Options	YES	Need Based
Community Support Programs	CMI	Eyerly- Ball	YES	Need Based
State Institutions	MI/CMI	Iowa Mental Health Institutes	YES	Court Ordered
State Institutions	MR	Iowa Mental Health Institutes	YES	Approved By Iowa Foundation for Medical Care Medicaid Approved

WARREN COUNTY MANAGEMENT PLAN

Adult Day Habilitation	CMI/MR	Genesis Development. Goodwill Industries	YES	Waiver and Needs Based – Program will be developed as the need arises
Housing Supports, Other	CMI/MR	Crest Services Rainbow Center Chariton Group Home	YES	Need Based
RCF	CMI/MR/DD*	Chariton Group Home Country Haven Community Care of Charlotte	Yes	Need Based
RCF/MR	MR	Crest Services	YES	Need Based
RCF/PMI	CMI	Plymouth Life Park Place Sunshine Homes Westminster House Abbe Center	YES	Need Based

WARREN COUNTY MANAGEMENT PLAN

ICF/MR	MR/DD	COC/ Southview COC/Easton Opportunity Village Park Place Mosaic Behavioral Technologies Progress Industries Harmony House The Homestead Opportunities Unlimited Woodward Resource Center Glenwood Resource Center Clarinda MHI	YES	Need Based Approved by Iowa Foundation for Medical Care Medicaid Approved
Respite	MR	LSI Link Associates Respite Connection Easter Seals	YES	Need Based Approved by Iowa Foundation for Medical Care Medicaid Approved

WARREN COUNTY MANAGEMENT PLAN

HCBS/MR	MR	Mainstream Living Genesis Development The Homestead LSI Link Associates CIRSI MIW Hope Haven New Hope RRACAP ChildServe Concerned, Inc Goodwill Industries (various sites) Harlan Crest SIRF Innovative Industries Progress Industries REA ResCare Systems Unlimited TENCO Industries The Respite Connection North Iowa Vocational Center Comprehensive Systems	YES	Need Based Approved by Iowa Foundation for Medical Care Medicaid Approved
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****Warren County consumers with Developmental Disabilities receive funding according to the State mandates for services. Those consumer's grandfathered into Warren County's system on 6/30/96 will follow the stipulations set forth for Mentally Retarded consumers.***

Matrix of Access Points and Functions

Agency with Application Available	CPC Application	Enrollment Eligibility	Service Authorization	Collection of Data
Central Point of Coordination	Y	Y	Y	Y
Eyerly-Ball Mental Health Center	Y	Y	Y Emergent/Urgent	Y
Court System	Y		Y Emergent/Urgent	Y
Area Education Agency	Y			Y
Department of Human Services	Y	Y		Y
H.O.P.E., Genesis Inc., Goodwill Industries, Mainstream Living Inc.	Y			Y
Targeted Case Management	Y	Y		Y
Broadlawns Medical Center	Y	Y	Y Emergent/Urgent	Y
Des Moines Child and Adolescent Guidance Center	Y	Y	Y Emergent/Urgent	Y
Community Mental Health Centers of consumer's catchments area	Y	Y	Y Emergent/Urgent	Y
Clarinda MHI or MHI in the consumer's catchments area	Y	Y	Y Emergent/Urgent	Y

**Enrollment/Eligibility – Broadlawns, MHI's, Eyerly Ball, Des Moines Child & Adolescent Guidance Center, and community mental health centers of consumer's residency are to send completed applications for authorization to Warren County.*