

FAQ REGARDING QUALIFICATION REQUIREMENTS FOR AGENCIES THAT WANT TO ENROLL TO PROVIDE RESIDENTIAL SERVICES

<u>QUESTION</u>	<u>ANSWER</u>
<p>Q1. If an existing ODP provider applies to provide residential services and the agency's already providing direct non-residential services such as Shift Nursing or In-Home and Community Support, does this mean the agency's application stays on track to provide residential services?</p>	<p>A1. <i>To meet the standard of actively providing direct non-residential services, existing ODP providers are required to render direct non-residential services to at least 10 individuals every month for a continuous period of 24 months immediately preceding a new qualification/enrollment of a residential service.</i></p> <p><i>The provider must have no sanctions or enforcement actions during the 24-month period.</i></p>
<p>Q2. What documents are required to show the agency's experience?</p>	<p>A2. The Assigned Administrative Entity (AE) will review HCSIS reports such as the Provider Service Detail Report and documentation submitted by the provider such as service notes and claims documentation.</p>
<p>Q3. Does it matter if the non-residential services have been provided out of state such as in Delaware?</p>	<p>A3. The non-residential services must be ODP Waiver services and rendered by a provider qualified and enrolled with ODP. The individuals served must be residents of Pennsylvania.</p>
<p>Q4. Are individuals (staff) who have been employed by another agency that is qualified to provide residential services through ODP's waivers required to provide</p>	<p>A4. All agencies that are in the process of enrolling to provide residential services (or will enroll to provide residential services in the future) must have two years of experience providing non-residential services and be in good standing. It is the overall agency/provider that must</p>

<p>two years of non-residential services prior to opening a residential agency?</p>	<p>have the two years of experience in actively rendering ODP Waiver non-residential services, not the agency staff.</p>
<p>Q5. Is it possible to get a regulatory waiver of the new requirements if the application was submitted before November 1, 2023?</p>	<p>A5. Provider qualification requirements in the waivers cannot be waived.</p>
<p>Q6. Are agencies that apply to provide residential services required to attend Provider Applicant Orientation (PAO) as part of the enrollment and qualification process?</p>	<p>A6. Only actively enrolled ODP waiver providers can apply to be qualified for Residential Services. The completion of the ODP PAO, which includes a face-to face virtual component, is required for all new providers intending to render non-residential services.</p>
<p>Q7. What are examples of non-residential ODP waiver services that would meet the new residential qualification criteria?</p>	<p>A7. Direct services are defined as the performance of activities outlined in the service definition where direct support professionals are actively engaged with an individual and ensure the health and safety needs. Examples of direct non-residential services include Companion, In-Home and Community Support, Supported Employment, and Community Participation Support. Services such as Behavioral Support and Shift Nursing billed as discrete services provided in non-residential private homes and community settings are also examples of direct non-residential services. The full list of ODP services can be found in the waivers.</p>

<p>Q8. If an agency already has a Chief Executive Officer (CEO) with five years of experience as a manager with responsibility for providing residential services, does the agency still need to have two years of experience providing non-residential services and be in good standing before applying to provide residential services?</p>	<p>A8. Yes, all qualification requirements for the residential service to be provided must be met. The requirement to have two years of experience providing non-residential services and be in good standing is a new requirement applied at the agency level that went into effect on November 1, 2023. This new requirement is in addition to previously established staff qualification requirements such as having a CEO with five years of experience as a manager with responsibility for providing residential services.</p>
<p>Q9. If an existing provider is currently qualified for and providing Residential Habilitation and is applying to be qualified for Life Sharing or Supported Living, is that provider also held to the new residential qualification standard that became effective on November 1, 2023?</p>	<p>A9. Existing providers that are qualified for at least one ODP waiver residential service (Residential Habilitation, Life Sharing or Supported Living) prior to November 1, 2023, can apply for qualification to provide a different ODP waiver residential service without demonstrating 24 months of provision of ODP waiver non-residential services.</p>
<p>Q10. I completed the pre-session modules and requirements and have been awaiting invitation to orientation since 2021. Will I be able to qualify to provide residential services or will I need to comply with the new requirements?</p>	<p>A10. You should have received an email on November 1, 2023, from the ODP Provider Qualification mailbox, informing you of your opportunity to choose a non-residential service as a prerequisite toward moving forward to complete the ODP Provider Applicant Orientation (PAO). There are instructions in the email to take you through the process. If you do not choose a non-residential service, your company will be placed on hold and will not be invited to attend the ODP PAO Virtual Session.</p>