

# **Community Participation Support (CPS) Billing Changes to Assist Individuals to Participate in the InVEST Project and Trainings Held by Self Advocacy Power Network for All (SAPNA) and the PA Family Network**

## **ODP Announcement 24-030**

### **AUDIENCE:**

- Individuals and Families
- Administrative Entities (AEs)
- Supports Coordination Organizations (SCOs)
- Providers of CPS
- Any interested Stakeholders

### **PURPOSE:**

Participation in activities that encourage competitive integrated employment (CIE) or empower individuals to make informed decisions and advocate for themselves and others are foundational to the CPS service. This communication announces CPS billing changes to support individuals' participation in the Integrated Vocational Engagement and Support Team (InVEST) Project as well as trainings held by SAPNA and the PA Family Network.

## DISCUSSION:

The Office of Vocational Rehabilitation (OVR) and the Office of Developmental Programs (ODP) partnered in the development and submission of a grant proposal to support individuals who are thinking about, actively seeking, or engaged in subminimum wage employment in obtaining CIE. In 2022, the U.S. Department of Education's Rehabilitation Services Administration awarded the Subminimum Wage to Competitive Integrated Employment (SWTCIE) Grant to OVR. Funding from this federal grant is intended to support the InVEST Project in Pennsylvania. ODP encourages CPS providers to support interested individuals to be part of the InVEST Project in their pursuit of CIE.

For more information, please use the following resources:

- [InVEST Project Website](#)
- [SWTCIE Grant](#)
- [Integrated Resource Team Model](#)

ODP will allow CPS providers to bill CPS Community rates, rather than CPS Facility rates, when staff support is needed for the individual's participation in the following:

- Monthly InVEST Project group trainings on topics such as self-advocacy, self-determination, financial literacy, community safety, maintaining healthy relationships, setting appropriate boundaries, handling conflict, managing anger/frustration, independent travel training, and managing free time.
- Monthly Integrated Resource Team Meetings that are part of the InVEST Project.

- Trainings conducted by SAPNA or the PA Family Network.

These activities may occur at a CPS facility or in community locations where more than 3 individuals receiving CPS services may be present. The CPS provider may bill CPS community procedure codes and rates when the claim and service documentation requirements below are met.

### ***Claim and Service Documentation***

CPS Community procedure codes may only be billed when community staff to individual ratios are needed and provided as authorized in an individual's plan. When an individual chooses to participate in any of the activities listed above, the Individual Support Plan (ISP) team should determine whether the individual needs community staff to individual ratios to participate in the activities. When an individual requires this level of support, the ISP team should ensure that the individual has the relevant CPS Community procedure codes added and authorized in their ISP, as well as ensure that there are sufficient CPS Community units available for the services that may be utilized. CPS providers must ensure that service note documentation clearly indicates, at minimum, that the CPS Community units billed were to support the individual's participation in the InVEST Project, SAPNA or PA Family Network training. For example, CPS providers that use checklists for service notes could add these activities to the service note checklist. In all cases the documentation must include information specific to the service provided.

### **CONTACT:**

Questions about this announcement can be directed to ODP's Regional Program Offices.