



# Now Available: Waiver Amendment Submissions and Supporting Documents for Supports Coordination Performance Based Contracting

## ODP Announcement 25-075 Update

### AUDIENCE:

All Interested Stakeholders

### PURPOSE:

The purpose of this announcement is to inform stakeholders of updates to the Implementation Guide. All changes are highlighted in red within this communication.

The attached document replaces Appendix C: Supports Coordination Minimum Activity for Billing.

### DISCUSSION:

The Office of Developmental Programs (ODP) has submitted waiver and state plan amendments, that once approved, will allow ODP to implement performance-based contracting (PBC) for Supports Coordination and Targeted Support Management services (referred to collectively as “Supports Coordination services” in the rest of this announcement). ODP has also submitted additional changes to the Consolidated, Community Living, and P/FDS Waivers that are not related to PBC. ODP has included with this announcement multiple documents and resources that are essential for understanding and implementing PBC.

The following documents are available and released with this ODP announcement:

- **[PBC Supports Coordination Services Implementation Guide](#)**: Describes PBC including rationale and background, details about performance standards, data and documentation submission, timelines, and Pay for Performance. The following documents are included with the Guide and are accessible at the link above:
  - **Supports Coordination Organization Provider Agreement**: The Agreement for Supports Coordination Organizations is the contractual agreement between an SCO and the Commonwealth; a signed agreement is required to meet qualification criteria for provision of Supports Coordination services. This copy is for informational purposes only, ODP will send a different version to SCOs to complete and submit prior to October 1, 2025.
  - **PBC Supports Coordination Organization (SCO) Attestation Form**: All SCOs that render Supports Coordination will be required to complete this form and upload it as part of the data and documentation submission.  
  
This copy is for informational purposes only, ODP will send a different version to SCOs to complete and submit prior to October 1, 2025.
  - **Supports Coordination Performance Standards**: A copy of the performance standards published in Bulletin 00-25-03, which are a key component of PBC. Each standard contains measurable requirements that SCOs must meet.

**Performance Analysis Services (PAS) SCO Data Submission Tool**: A PDF version of the SCO PBC Submission Tool is intended to support completion of the web-based Data Submission Tool that will be available

on October 1, 2025. ODP will provide training and will send instructions to SCOs prior to October 1 about preparing, accessing, and submitting data.

- **Minimum Activities for Billing:** This document provides clarification of billing requirements for monthly case rates that will become effective **July 1, 2026**. The minimum requirements for billing, activity requirements, and documentation/claim substantiation that will correspond with monthly case rates are outlined in this document. **This document has been updated to incorporate changes based on public comment feedback. It also includes the Associate Supports Coordinator (Associate SC) role and outlines the activities and responsibilities that Associate SCs are permitted to perform under the new structure.**
- **Supports Coordination Organizations – Pay-for-Performance (P4P):** Includes details about the SCO P4P requirements to participate and criteria for payment in capacity building areas including Person-Centered Planning Through Credentialing and Person-Centered Applications of Technology.
- **Complete Planning Toolkit:** This resource is designed for SCOs to self-evaluate and develop an action plan in preparation for the PBC process. This tool will not be requested by ODP as part of the PBC data and documentation submission and ODP evaluation process.
  - **Planning Considerations Document:** A planning resource for SCOs to begin thinking about the organizational changes necessary to position the agency for the PBC contracting process. The document explores each performance area (ex. Access), provides examples, and offers some

suggested executive leadership actions to be considered in the PBC planning process.

- [Preparedness Self-assessment Workbook](#): The workbook is a comprehensive self-assessment tool to further assist SCOs to organize around performance measures, and ○ [Performance Standards, Measures, and Process Details](#)

- **Waivers:**

- On July 31, 2025, ODP submitted amendments for the Targeted Support Management State Plan, Consolidated, Community Living, and P/FDS Waivers and 1915(b)(4) Waiver. These amendments may be found at [ODP Proposed Waiver Amendments | Department of Human Services | Commonwealth of Pennsylvania](#).
- The following substantive changes were made based on public comment:
  - There will be no PBC tiers for SCOs.
  - All SCOs will be required to meet the same standards.
  - Effective July 1, 2026, SCOs will receive monthly case rates and flat fee for service rates for a participant's initial person-centered planning and initial individual support plan development.
  - Qualification requirements for Associate Supports Coordinators were added.
  - The minimum number of individuals receiving services by providers of In-Home and Community Support, Companion, or

Community Participation Support services was reduced from 5 to 3 per fiscal year. Implementation of this requirement for current providers will now be Fiscal Year (FY) 2026-2027.

#### **Document Access**

Each document referenced in this announcement can be found at the following link: [PBC SCO Services – MyODP](#).

#### **QUESTIONS:**

Please direct any questions about this information to [ra-pwodppbc@pa.gov](mailto:ra-pwodppbc@pa.gov).