

# ICF/DD HOMES CARVE-IN RESOURCE ROUND-UP

*Updated January 2024*

The following factsheet contains a point-in-time update on guidance documents and resources for the CalAIM Intermediate Care Facility for the Developmentally Disabled (ICF/DD) Long-Term Care (LTC) Carve-In to managed care effective January 1, 2024.

The purpose of this factsheet is to inform Medi-Cal managed care plans (MCPs), ICF/DD Homes, and Regional Centers of available resources and identify the changes that have been made to these documents as of the last iteration date.

All resources are available on the DHCS ICF/DD Carve-In webpage, unless otherwise noted. For more information about the CalAIM ICF/DD Carve-In, please visit [the DHCS ICF/DD Carve-In webpage](#).

If you have any questions about the ICF/DD LTC Carve-In, please contact [LTCTransition@dhcs.ca.gov](mailto:LTCTransition@dhcs.ca.gov).

## ICF/DD All Plan Letter (APL) 23-023

*Last updated: November 28, 2023*

Originally published in August 2023, APL 23-023: ICF/DD – LTC Benefit Standardization and Transition of Members to Managed Care was re-issued on November 28, 2023.

The APL was updated to clarify the timelines for initial and re-authorizations, Regional Centers' determination of medical necessity, authorizations for leaves of absence, and credentialing processes. It also includes the ICF/DD Credentialing Attestation and managed care plan (MCP) ICF/DD Authorization Request forms as attachments.

Changes and additions to the APL are indicated *in italics* throughout the document.

- » [APL 23-023: ICF/DD – Long Term Care Benefit Standardization and Transition of Members to Managed Care](#)

## ICF/DD Model Contract Language

*Last updated: November 2023*

Originally published in August 2023, the ICF/DD Model Contract Language has been updated in November 2023 to further clarify requirements related to payment rates, authorizations for leaves of absence, the MCP ICF/DD Authorization Request form, Regional Centers' determination of medical necessity, and reauthorization timelines.

These updates are indicated throughout the document *in italicized text*. These new text additions are required to be included in all contracts between MCPs and ICF/DD Homes.

» [ICF/DD Carve-In Model Contract Language](#)

## ICF/DD Billing & Invoicing Guidance

*Last updated: September 2023*

Originally published in September 2023, the ICF/DD Carve-In Billing & Invoicing Guidance provides standardized processes for claims submission and invoicing. This guidance details the required data elements, acceptable file formats, and preferred transmission methods for ICF/DD Homes to submit invoices to Medi-Cal MCPs.

» [ICF/DD Billing & Invoicing Guidance](#)

## ICF/DD Carve-In FAQ

*Last updated: December 22, 2023*

Originally published in September 2023, the ICF/DD Carve-In FAQ document has been updated to add new questions and answers and to clarify information in previous iterations of the document on topics such as the ICF/DD LTC Carve-In implementation, billing and payment, contracting, credentialing, member communications, and the role of Regional Centers.

Questions that have been added or updated after its original publication date are indicated with the date updated as an italicized parenthetical.

» [ICF/DD Carve-In Frequently Asked Questions \(FAQ\)](#)

## ICF/DD Carve-In Resource Guide

*Last updated: January 2024*

the ICF/DD Carve-In Resource Guide is intended to serve as a resource for MCPs and ICF/DD Homes to use for the 2024 transition to managed care. Originally released in December 2023, the Resource Guide has been updated to include additional details on eligibility and MCP enrollment support for members, billing and invoicing, and payment timeliness.

The information and guidance provided in the ICF/DD Resource Guide aligns with all other published materials related to the ICF/DD Carve-In.

» [ICF/DD Carve-In Resource Guide](#)

## Regional Center Directive Letter

*Last Updated: November 28, 2023*

Issued by the Department of Developmental Services (DDS), this Directive Letter to all 21 Regional Centers in California provides information on the ICF/DD transition to managed care, with a focus on how Regional Centers can assist individuals who live in ICF/DD Homes and ICF/DD Home providers. In addition, the document links to the DHCS resources included in this document.

- » [Regional Center Directive: Intermediate Care Facility for Developmentally Disabled Transition to Managed Care](#)

## LTSS Liaison List

*Last updated: November 30, 2023*

Medi-Cal MCPs are required to identify an LTSS Liaison who serves as a single point of contact for service providers in both a provider representative role and to support care transitions. This is a list compiled by DHCS that provides contact information for designated LTSS Liaison staff at all MCPs that are available to assist ICF/DD Home providers.

DHCS shared this list with ICF/DD Homes via email to support initial outreach to MCPs. MCPs are required to notify ICF/DD Homes of changes to their liaisons. ICF/DD Homes should work with the MCPs they are contracting with to ensure they have up-to-date contact information for the Liaisons and receive timely support as needs arise.

- » To obtain the LTSS Liaisons for specific MCPs, please email [LTCTransition@dhcs.ca.gov](mailto:LTCTransition@dhcs.ca.gov).
- » County lookup tool to find the MCP operating in the county in 2024: [Members | Managed Care Plan Transition | DHCS](#).
- » A list of MCPs by Regional Center catchment area is available on the ICF/DD Carve-In webpage: [2024 MCP by County and Corresponding Regional Center](#).

## Regional Center ICF/DD Transition Contacts

*Last updated: November 17, 2023*

This is a list compiled by DDS that provides contacts for all twenty-one Regional Centers in California that can assist ICF/DD Homes and MCPs with questions related to the ICF/DD Carve-In to managed care. DHCS shared a copy of this list with ICF/DD Homes and MCPs via email.

- » To obtain the Regional Center ICF/DD Transition Contacts, please email [HealthFacilities@dds.ca.gov](mailto:HealthFacilities@dds.ca.gov).

## **Additional Resources**

In addition to the ICF/DD Carve-In resources listed above, below are several other resources that are relevant to ICF/DD stakeholders.

### **ICF/DD Carve-In Member Information Webpage**

This webpage includes copies of the ICF/DD Member Enrollment Notices, Notice of Additional Information, and Member Transition Factsheet.

### **LTC Claim Form and Code Conversion**

Effective February 1, 2024, DHCS is replacing use of Long Term Care (LTC) local service codes and the Payment Request for Long Term Care (25-1) local form with National Uniform Billing Committee (NUBC) data elements and the UB-04 claim form. More information and resources are available at the following link:

- » [LTC Claim Form and Code Conversion webpage](#)

Additionally, trainings to help providers prepare for the conversion will be held on the following dates:

- » December 14, 2023
- » January 1, 2024
- » January 9, 2024
- » January 11, 2024

The training on December 14, 2023, titled "Long Term Care Claim Completion (UB-04)," will focus on the new LTC form (UB-04). The January webinars will also include crossover claims and an eTAR bed hold changes training. Providers can register for the trainings via the [Medi-Cal Learning Portal](#).

If providers have questions about the conversion, they can reach out to [Medi-Cal Provider Support](#).