



## Ohio Department of Mental Retardation and Developmental Disabilities

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Ted Strickland, Governor

John L. Martin, Director

**June 1, 2009**

**To:** County Board of MRDD Superintendents  
Ohio Association of County Boards MRDD  
Ohio Provider Resource Association  
The ARC of Ohio

Council of Governments Directors  
County Board of MRDD SSA Directors  
Certified Medicaid HCBS Waiver Providers  
Advocacy and Protective Services, Inc

**From:** Patrick Stephan, Deputy Director, Medicaid Development & Administration

**Subject:** Service Planning and Sharing Medicaid HCBS Waiver Services

The purpose of this memo is to provide guidance to the field on service planning; specifically related to sharing service in a Medicaid HCBS Waiver environment. It should be used as a resource throughout the planning process when developing waiver budgets and the Individual Service Plan. This communication is among a handful of different strategies ODMRDD is providing to the field in an effort to ensure consistent application of rules statewide and to help manage costs. The impetus behind this communication stems from the considerable feedback provided both during recent MRDD Community Budget Conversations and indirectly by stakeholders throughout Ohio.

*Ohio Administrative Code: 5101: 3-40-01 (H) (2)* requires Individual Service Plans to be developed which ensure health and welfare, and adhere to the objectives of efficiency and economy. It also suggests that:

“When reasonable, waiver services are not provided entirely at a one to one ratio. When combined with other non-waiver services, waiver services must ensure the health and welfare for the individual for whom the ISP is developed.”

To whatever extent practical and with the agreement of the ISP team, individuals should share services. Counties should have conversations and develop strategies with individuals, families, guardians and providers about more people sharing more services. These conversations should not be isolated events, but rather ongoing and in depth. Several conversations are often required to find a suitable roommate or to develop social mixer type events for individuals to share services. While developing successful shared service arrangements can be challenging, we believe the rule suggests that where reasonable, individuals should share services.

We realize this is a difficult topic; however, some keys to improvement and simplification lie within our existing service planning process. By increasing shared services, natural supports, cross-county collaborations, and seeking out new creative options we can undoubtedly improve the stability of our system. Such stability can better position the field to reduce waiting lists, maintain local match commitments and improve direct care staff wages, training and supervision.

Thank you very much for your patience, understanding, and shared sacrifice while we work together in these challenging times. If you have questions or would like technical assistance from the ODMRDD related to sharing services, please feel free to contact the Ohio Department of MR/DD, Division of Medicaid Development and Administration at (614) 995-4844. You may also contact the Ohio Association of County Boards of MRDD, or the Ohio Provider Resource Association for additional guidance.

Sincerely,



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Deputy Director, Medicaid Development and Administration

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