

# Community Alternatives Program Retainer Payment

## A Medicaid Home and Community-Based Service

The Community Alternatives Program (CAP) is a Medicaid Home and Community-Based Services (HCBS) Waiver authorized under section 1915(c) of the Social Security Act and complies with 42 CFR § 440.180, Home and Community-Based waiver services. The retainer payment is a flexible payment option under Appendix K to retain an essential worker for a waiver participant who no longer has access to personal care service due to a public health emergency or a stay-at-home order and the essential worker is able to provide personal care services to the waiver participant after the public health emergency has ended.

### WHO IS ELIGIBLE?

**All Community Alternatives Program participants who:**

- No longer have access to their personal care worker(s) due to being sequestered as a result of a public health emergency or a stay-at-home order.
- North Carolina stay-at-home Executive Order became effective on March 27, 2020.

### ELIGIBILITY REQUIREMENTS

- The hired worker must have provided in-home aide, pediatric nurse aide, personal care assistant or congregate services on or before March 27.
- The hired worker and the waiver participant must agree to retainer payments.
- If the hired worker agrees to accept retainer payments, the hired worker is not eligible for unemployment benefits.
- Upon approval of retainer payments, the retained worker will receive a 30-day retainer notice that describes the retainer agreement.

### HOW DOES IT WORK

- The case manager will complete an assessment to determine eligibility for a retainer payment.
- The case manager will develop a POC revision to create retainer payments.
- The hours on the POC on or before Mar. 27 will be paid at 100%.
- The retained worker will continue to be paid per the previous payroll schedule.
- An unemployment claim approval automatically voids retainer payments agreements and retainer payments are stopped.
- The retainer payments are approved in intervals of 30-consecutive days.
- The retainer payments are reevaluated five days before the expiration date.
- The retainer payments become null and void when the public health emergency ends or stay-at-home order is lifted.
- If the waiver participant continues to need personal care type services, the case manager will be assigned as the personal representative to assist the waiver participant with enrollment in the Consumer Direction Lite program to assist with linking the waiver participant to necessary personal care services.

