

North Carolina Medicaid

ICF-IID Direct Care Worker Wage Increase

January 19 - 20, 2022

ICF-IID Wage Increase Agenda

1	Overview & Purpose
2	Eligibility Requirements
3	Baseline Template & Reporting
4	Rate Increase Approach
5	Eligibility Portal

The webinar chat is open to submit questions, NC Medicaid will review and respond in the coming days

ICF-IID Wage Increase – Overview & Purpose

Overview:

- The Current Operations Appropriations Act of 2021 (S.L. 2021-180) approved a Medicaid budget provision to implement the Intermediate Care Facility for Individuals with Intellectual Disabilities (ICF-IID) direct care worker wage increases.
 - NC Medicaid has designed a process to meet the requirements set forth by S.L. 2021-180. For eligible providers, this process includes the identification of eligible employees, submission of attestation and baseline wage information, and distribution of funds.
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Purpose:

- NC Medicaid's goal is to assist in increasing the hourly wages of direct care workers toward a minimum of \$15 per hour.

ICF-IID Wage Increase – Overview & Purpose

Timeline



Notes:

- Providers must submit the attestation and baseline wage template no later than 5 p.m. ET on Jan. 31, 2022 in order to be eligible.

Eligibility & Requirements

ICF-IID Wage Increase – Eligibility Requirements

Provider Eligibility & Requirements

For purposes of the ICF-IID Wage Increase: Providers must be Medicaid enrolled and recognized by NC Medicaid as privately owned intermediate care facility for individuals with intellectual disabilities (ICF-IIDs), including ICF-IID-level group homes.

Eligible providers are responsible for:

- Identifying each of the direct care workers employed by their facility who meet the NC Medicaid direct care worker definition **and** legislative eligibility requirements.
- Completing and submitting the ICF-IID Baseline Wage Template with the ICF-IID Wage Increase attestation no later than **5 p.m. EST on Jan. 31, 2022.**
- Distributing no less than 80% of funds received through the rate increases to increase the rate of pay paid to its direct care worker employees as of Oct. 1, 2021 (excluding any temporary wage increases made in response to COVID-19) within the next practicable pay period after the provider rate increase is effective, not to exceed 45 days.
- Maintain documentation of the use of rate increases to be able to report on wages of direct care workers upon request.

ICF-IID Wage Increase – Eligibility Requirements

Direct Care Worker: NC Medicaid definition

For purposes ICF-IID Wage Increase, NC Medicaid defines direct care worker as:

“a non-licensed individual who by virtue of employment generally provides to individual Medicaid enrolled patients, clients or residents direct contact assistance with personal care or activities of daily living.”

*Contracted employees are not eligible

Baseline Template & Reporting

ICF-IID Wage Increase – Baseline Template & Reporting

Baseline Wage Template Overview

For purposes of the ICF-IID Wage Increase, NC Medicaid requires ICF-IID providers receiving the rate increase to complete and submit the ICF-IID Baseline Wage Template.

Purpose: Completion of this template helps NC Medicaid document the incremental funding from the rate increase to ensure consistency with goals outlined by the legislative requirements

Location: This template can be found on the Medicaid website, and within the [“Relevant Documents” link](#) on the portal homepage.

Note: Providers are expected to submit data requirements supporting documentation of increases to direct care worker wages on a quarterly basis. More information is forthcoming.

Rate Increase Approach

ICF-IID Wage Increase – Rate Increase Approach

Overview & Purpose

Purpose:

- NC Medicaid's goal is to assist in increasing the hourly wages of direct care workers toward a minimum of \$15 per hour.

Overview:

- NC Medicaid has identified private ICF-IID providers, and providers delivering long-term community support services who have services delivered by Direct Care Workers earning less than \$15.00 per hour, as eligible for the rate increases.
- NC Medicaid determined the private ICF-IID providers are the focus of this legislative initiative.
- NC Medicaid is working to determine the amount of the rate increase. Additional details will be provided prior to Feb. 1, 2022.
- Eligible providers participating in Medicaid will receive the increase either through LME/MCOs, or through Medicaid Direct Fee Schedule increases
- Rate development is in progress, NC Medicaid expects the rate increases to be effective on Feb. 1, 2022. Some retroactive adjustments may be necessary due to implementation timeline

Eligibility Portal

ICF-IID Wage Increase – Eligibility Portal

Portal Overview

The Direct Care Worker and Support Staff Eligibility Portal is now open for provider registration and submission of the following ICF-IID direct care worker wage increase requirements:

- Attachment of signed ICF-IID Attestation and Acknowledgment Form PDF
- Submission of the ICF-IID Baseline Wage Template

* All additional entry fields within the submission form are required

ICF-IID Wage Increase – Eligibility Portal

Portal Registration

Providers can visit the [NC Medicaid web-page for the NPI and location code combinations](#) that should be used for their registration codes.

All providers should identify one executive or authorized employee as the point of contact to register for access to the eligibility portal. Upon registration, this person establishes themselves as the authorized submitter and will receive a username and one-time password.

Customer Registration

First Name

first name

Last Name

last name

Business Email

business email

Registration Code

Your company registration code

☐ I agree to the [Privacy Policy](#) and Community [Terms and Conditions](#)

Submit

ICF-IID Wage Increase – Eligibility Portal

Portal Registration Codes

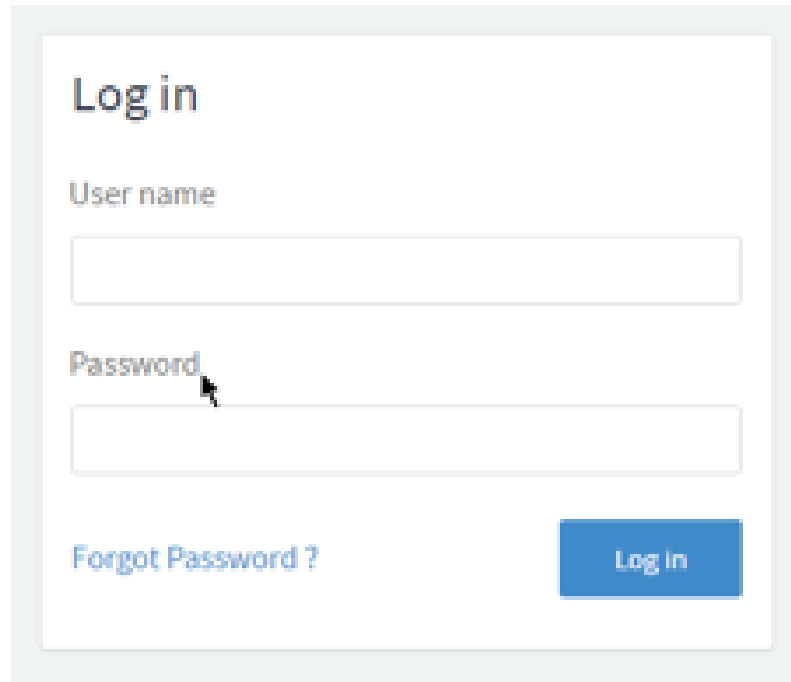
Visit [NC Medicaid web-page for the NPI and location code combinations](#)

Provider Submission Scenarios:	Registration Code:
Single Provider Service Location	Combination of NPI and location code; example: 123456789-001
Single Provider with Multiple Provider Service Locations	Combination of NPI and parent location code; example: 123456789-001
Multiple Providers (Users submitting for multiple providers using multiple NPIs)	<p>Combination of an NPI and parent location code; example: 23456789-001</p> <p>Upon registration, the user must email Medicaid.DCW.HelpDesk@dhhs.nc.gov with the following information to receive the ability to submit for multiple provider NPIs:</p> <ul style="list-style-type: none">▪ Registration username▪ Registration email▪ All NPIs submitting for▪ Corporate name <p>*NC Medicaid is working to address these inquiries. Please allow some time to pass prior to re-attempting to log-in and verify NPI assignment after sending the above information</p>

ICF-IID Wage Increase– Eligibility Portal

Portal Log-in

After registration, authorized users will receive a registration username and password through the business email address they provided. They will use this information to access the eligibility portal.



The image shows a login form titled "Log in". It contains two input fields: "User name" and "Password". Below the "Password" field, there is a link "Forgot Password ?" and a blue "Log in" button. A mouse cursor is pointing at the "Password" field.

Log in

User name

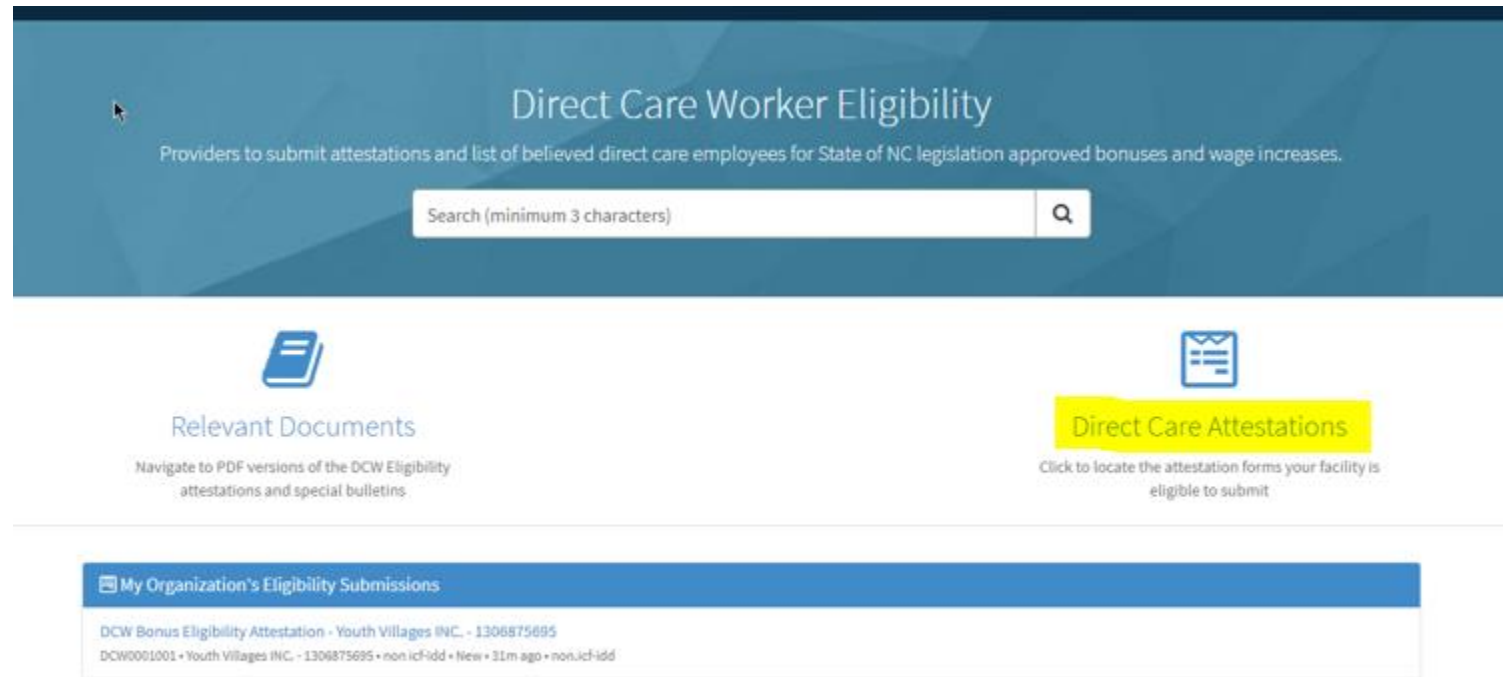
Password

[Forgot Password ?](#) [Log in](#)

ICF-IID Wage Increase– Eligibility Portal

Portal Landing Page

After logging in, the authorized users will have access to the attestations & eligibility form. Users should click into the “Direct Care Attestations” link to begin the submission process.



Note: PDF versions of attestations which should be signed and uploaded to the eligibility form, as well as the ICF-IID Baseline Wage Template are available for download at the Relevant Documents link.

ICF-IID Wage Increase– Eligibility Portal

Portal Submission – ICF-IID Wage Increase Eligibility Form

After clicking into the “Direct Care Attestations” link on the landing page, select the Direct Care Worker ICF-IID Wage Increase Eligibility Form to begin submission.



ICF-IID Wage Increase– Eligibility Portal

Portal Submission – Eligibility Form

☐ Acknowledge DHHS reserves the right to request accounting/payroll information for auditing purposes

Provider Organization / Facility Information

Provider Representative

☐ Facility DSHR License Number

What facility in your organization does this attestation apply to?

If you only submit for one facility in your organizational structure, there will only be one option available. If you submit on behalf of multiple facilities in your organizational structure, please select the one this submission is intended for. All additional information entered should be relevant to this submission ONLY. All other facilities will require their own submission.

Number of licensed beds at this facility

This should be a number between 1 and 500. If the facility this attestation is submitted for has no licensed beds, please indicate so using the provided checkbox beneath this field.

☐ Facility has no licensed beds

Note: signed PDF of attestation and the ICF-IID Baseline Wage Template are required for submission

ICF-IID Wage Increase– Eligibility Portal

Portal Submission – Eligibility Form

After completing the submission form, the user receives confirmation of submission when the case ticket notification page appears. Users have the ability to comment if needed:

DCW ICF-IDD Wage Increase Attestation - 01bd53f91b8541107b9b86eae54bcb87

Type your message here...

Send

II

ICF IDD

01/15/2022 12:23:29

Direct Care Worker ICF-IID Wage Increase Attestation.pdf

421.1 KB

II

ICF IDD

01/15/2022 12:23:17

ICF_IID Wage Baseline Template.xlsx

126.3 KB

II

ICF IDD

01/15/2022 12:23:09

ICF_IID Wage Baseline Template.xlsx

126.3 KB

II

ICF IDD

01/15/2022 17:23:30

DCW0001006 Created

Your request has been submitted

Number

DCW0001006

State

New

Priority

3 - Moderate

Created

just now

Options

The facility this form is submitted for is enrolled in NCDHHS Medicaid or NC Healthy Choice

true

Attest that the facility is recognized by Medicaid as an intermediate care facility for individuals with intellectual disabilities (ICF/IIDs), including ICF/IID-level group homes

true

Attest that the description of the position held by all direct care workers submitted in this form meets DHHS criteria of a direct care worker:

true

ICF-IID Wage Increase – Next Steps

- The State currently has temporary fee schedule increases in place for many of these services as part of their pandemic response. Once finalized and implemented, the direct care worker wage rate increases will be permanent changes.
- The State is evaluating the timing and interaction of the removal of the temporary COVID increases and the implementation of the permanent direct care worker rate increases.
- Final fee schedule rate changes are expected to be made by Feb. 1, 2022
- Providers identify Authorized Users who register for access to the Eligibility Portal
 - Visit [NC Medicaid web-page for the NPI and location code combinations](#) and register for the portal
- Providers are expected to submit attestation and baseline wage template no later than 5 p.m. EST Jan. 31, 2022
- All providers receiving a rate increase under this policy shall keep documentation of the use of that rate increase to report on wages of direct care workers that meet the outlined criteria. Provider records of wage increase are subject to audit.

ICF-IID Wage Increase Eligibility Portal

Final Remarks

- Due to the condensed timeline, all State inquiries should be responded to as soon as possible. Desired response time is within three business days
- With the ICF-IID Baseline Wage Template completed, authorized users should expect to complete the submission of the eligibility form in one sitting, the estimated time to complete the form is 5-15 minutes
- To make corrections to previously submitted attestations and documents, authorized users can cancel submissions and resubmit with updated information if the resubmission meets the deadline requirements
- NC Medicaid will review and respond to FAQs in the coming days