

ACCS & ERC Medicaid Provider Enrollment (Including change of ownership/operatorship)

ACCS enrollment process requires approval from the VT Department of Disabilities, Aging and Independent Living (DAIL) Division of Licensing and Protection (DLP) and Enrollment as a Medicaid Provider through Hewlett Packard Enterprises (HPE):
<http://www.dlp.vermont.gov/>

To enroll as a VT Medicaid Provider, refer to the HPE link below to access the Provider Enrollment Form:

<http://www.vtmedicaid.com/Downloads/forms/enrollment%20editable%20with%20fields%207-17-2012%20web.pdf>

ACCS services are a bundled package of services (“In-house” case management, assistance with ADLs (up to nursing home level of care), medication management, nursing overview, assistive therapy). Individuals must be eligible for VT Community Medicaid or meet spend down requirements for eligibility as determined by the Department for Children and Families-Economic Services Division.

Assistive Community Care Services – *Refer to Residential Care Home Regulations Manual (page 9 section 4.3)*

To participate as an Assistive Community Care Services (ACCS) Medicaid provider, a home must be:

- (1) Licensed as a Level III home;
- (2) Maintained in compliance with the Residential Care Home Licensing Regulations; and
- (3) Enrolled as a Medicaid provider.

A home must submit a letter requesting ACCS status to the licensing agency that includes:

- (1) A brief statement of interest in the program;
- (2) A date when the home proposes to begin participation in the program; and
- (3) Whether any residents eligible for the program currently reside in the home.
- (4) A proposed amended resident agreement reflecting program participation terms consistent with these regulations;
- (5) Proposed amended policies and procedures reflecting participation in the ACCS program.

- (6) A statement that all the services required in the ACCS definition found at 2.2.d of the regulations are available and will be provided to meet the assessed needs of each resident.

Send Letter to: Division of Licensing and Protection
HC 2 South
280 State Drive
Waterbury, VT 05671

CFC Enhanced Residential Care (ERC) Provider Enrollment is through VT Department of Disabilities Aging and Independent Living (DAIL) Adult Services Division (ASD) and Hewlett Packard Enterprises (HPE).

Enhanced Residential Care is Nursing Home Level of Care. In order for individuals to be eligible, they must meet a clinical eligibility as determined by DAIL Registered Nurses and also meet a financial eligibility for VT Long Term Care Medicaid (Choices for Care) as determined by the Department of Vermont Health Access (DVHA).

- 1) Request ERC Provider Enrollment Application and technical assistance by calling ASD: Paula Brown, RN, Nurse Administrator I, # 241-0283 or emailing: paula.brown@vermont.gov
- 2) The Provider must review ERC Application requirements
Admission Agreement Language
ERC Policy/Procedure Manual
Rate/Payment Information
Include Attachments A – H with application when submitted
- 3) Upon receipt of completed application:
 - 1) DAIL will review admission agreement & ERC service requirements
 - 2) Schedule meeting with DLP for decision determination
 - 3) DLP looks at complaints, past surveys, Life Safety compliance
 - 4) DLP ACCS enrollment process
- 4) If approved:
 - 1) DAIL will send HPE the ‘Agency to Request Provider Enrollment’ Form to notify HPE of the DAIL ASD approval for ERC

To enroll as a VT Medicaid Provider for ERC, refer to the HPE link below to access the Provider Enrollment Form:

<http://www.vtmedicaid.com/Downloads/forms/enrollment%20editable%20with%20fields%207-17-2012%20web.pdf>

*****Please note that the above process must be followed for change of ownership or operatorship which requires new licensure. The only difference is that if the home’s name is staying the same, the home does NOT need to apply for new ACCS/ERC provider numbers through HPE.**