STATE OF CALIFORNIA - HEALTH AND HUMAN SERVICES AGENCY

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ACL 19-03

Date: May 13, 2019

- To: Community-Based Adult Services (CBAS) Center Administrators and Program Directors
- From: California Department of Aging (CDA) CBAS Branch

Subject: <u>ALERT</u> - UPDATE ON IMPLEMENTATION OF THE CBAS INDIVIDUAL PLAN OF CARE (IPC) FOR NON-USERS OF IPC SOFTWARE

Purpose

This All Center Letter (ACL) is to notify CBAS providers, who do <u>**not**</u> use vendorprovided Individual Plan of Care (IPC) software, of a change to the IPC implementation date.

IPC Implementation Date Extension for Select CBAS Providers

The CBAS Branch is aware of the technical difficulties encountered by CBAS providers who have attempted to use the new IPC form in the current PDF or Word format and is working to resolve these issues.

Until these issues are resolved, **CDA is extending the new IPC implementation date only for those providers who do not use vendor-provided IPC software.** <u>The</u> <u>CBAS Branch will permit only these CBAS providers to use the old IPC to accompany</u> <u>TARS submitted for effective dates of service from June 1 through June 30, 2019.</u>

As a condition of this extension the CBAS Branch requires these CBAS providers to request permission from CDA via the CBAS mailbox at <u>cbascda@aging.ca.gov</u> and to <u>notify their managed care plans</u> if they need to use the old IPC to accompany TARS submitted for effective dates of service from June 1 through June 30, 2019.

CBAS providers who use vendor-provided IPC software must implement the new IPC according to the instructions in <u>ACL #19-02</u>, which requires the new IPC to accompany

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all TARS submitted for effective dates of service beginning June 1, 2019. These include initial, reauthorization and change TARS.

The CBAS Branch apologizes for the technical difficulties using the new IPC form and is working to fix the form's formatting problems as soon as possible. Our goal is that CBAS providers not using software vendors will be able to use the new IPC form for all TARS submitted for effective dates of service beginning July 1, 2019. We will keep all CBAS providers informed about the new IPC form via an ACL.

Questions

Please contact the CBAS branch if you have any questions: (916) 419-7545; <u>cbascda@aging.ca.gov</u>