



ARKANSAS DEPARTMENT OF HUMAN SERVICES

Guidance on Long-Term Services and Supports Indirect Care Payment

Background

The Arkansas Department of Human Services (DHS), Division of Medical Services (DMS) has received approval to use Medicaid funds to make additional payments to long-term services and supports (LTSS) indirect care workers due to the public health emergency created by COVID-19. On April 8, 2020, the State submitted an emergency state plan amendment and two (2) “Appendix K” amendments to cover services provided under the State Plan and Home and Community-Based Services waivers for the elderly, people with physical disabilities, and individuals with developmental/intellectual disabilities. DHS will make payments for eight (8) weeks, retroactive to April 5, 2020, and going through May 30, 2020.

Payments under the Indirect Care Worker Payment (ICWP) program will go to eligible non-physician LTSS indirect care workers, employed by or contracted with LTSS providers.

Submitting the Indirect Care Payment Request Form

Please submit a completed form to: DCWP@dhs.arkansas.gov, subject: “Attention ICWP.” You can find the form by clicking [here](#).

Eligible Service Providers

The payments will be available to Medicaid-enrolled providers listed below:

- Public and Private Intermediate Care Facilities
- Public and Private Nursing Facilities
- Home Health Agencies
- Personal Care Agencies
- Hospice
- Assisted Living Facilities
- Residential Care Facilities
- Psychiatric Residential Treatment Facilities
- AR Choices Waiver Adult Day Health Providers, Adult Day Service Providers, Adult Family Home Providers, Attendant Care Providers, and Respite Care Providers
- Living Choices Waiver nursing, personal care and attendant care providers
- CES Waiver Supportive Living and Respite Providers

Eligible service providers listed above may request ICWP payments for certain workers who do not qualify for payments under the Direct Care Worker Payment (DCWP) program, but whose work activities nonetheless involve direct, in-person contact with patients, residents, or clients. However, administrative staff, physicians, dentists, and pharmacists are excluded. Additionally, for purposes of the ICWP and DCWP programs, individual workers may not be counted as both a direct care worker and an indirect care worker for the same LTSS provider.

The ICWP payment must go to individuals who are still reporting for work and providing face-to-face, necessary services to patients, residents, or clients. These individuals must be employed by or contracted with the enrolled provider submitting the report for payment, or a staffing agency used by the provider. Hours in an administrative role cannot be counted in calculating the weekly payment.

Funding

The weekly care continuity initiative payments are available to indirect care workers as follows:

- A. Work 20-39 hours per week--\$62.50
- B. Work 40+ hours per week--\$125.00
- C. Work a regularly planned split shift schedule that overlap weeks that equal or exceed 150 hours per month, not including overtime--\$125.00.

If a client has tested positive for COVID-19 as of April 5, 2020, the indirect care workers in that facility or home and community-based setting, will receive an enhanced payment as follows:

- A. Work 1-19 hours per week--\$62.50
- B. Work 20-39 hours per week--\$125.00
- C. Work 40+ hours per week--\$250.00
- D. Work a regularly planned split shift schedule that overlap weeks that equal or exceed 150 hours per month, not including overtime--\$250.00/week.

The payments will be made to facility or agency providers for a period of eight (8) weeks, beginning the week of April 5, 2020 and ending May 30, 2020. The providers will pass the full net value (gross amount minus applicable deductions) of the payments to the eligible indirect care workers.

Each indirect care worker will only be able to claim a payment in one of the categories described above.

Auditing Indirect Care Worker Payment

DMS will coordinate with the DHS Office of Payment Integrity and Audit (OPIA) and Office of the Medicaid Inspector General (OMIG) to conduct audits of ICWP payments. Please keep all records of payments, including payrolls and evidence of pass through to the indirect care worker. Remember, the provider may not retain any portion of the ICWP payment. By accepting the payment on behalf of its indirect care workers, the enrolled Medicaid provider agrees to all terms laid out in this guidance document.