



RI Medicaid

Provider Reference Manual
Home and Community Based Services

*Version 1.6
January, 2020*





Revision History

Version	Date	Sections Revised	Reason for Revisions
1.0	November, 2013	All sections	New manual format
1.1	March, 2014	Remove CMS Interactive instructions	New CMS form (02/12)
1.2	April, 2014	Provider Enrollment	NPI project – No longer assigning provider number
1.3	February, 2015	TP Agreement and Eligibility Verification	Healthcare Portal
1.4	November, 2015	All	Hewlett Packard Enterprise
1.5	July, 2017	Enrollment, medical necessity, timely filing, Intellectual Disabilities, Core Community Services	Removed sections that are now in General Guidelines Manual. Remove table for intellectual disability, and add link to BHDDH rate page, add S5170 with no modifier to table. Revise description of services and update codes. Remove codes for Home Health Final Rule
1.6	January, 2020	Habilitation Community and Group Home	Add case management procedure code.

Table of Contents

INTRODUCTION	5
Home and Community Based Services	5
Provider Participation Guidelines	5
Recertification	5
REIMBURSEMENT OF CLAIMS	6
Claim Billing Guidelines	6
Reimbursement Guidelines	6
Co-insurance, Deductible, and Co-payments	6
Patient Liability	6
Definition of Terms	6
Homemaker	6
Personal Care Services	7
Combined Homemaker /Personal Care Services	7
Case Management	7
LPN Services	7
Day Habilitation	8
Supported Employment	8
Home and Community Based Services	8
Intellectually Disabled (BHDDH)	8
Core Community Services	9
Habilitation Community Services	9
Habilitation Group Home	10
Self -Direction Community Services	10
Division of Elderly Affairs Core Community Program (DEA Core Community Services)	11
Division of Elderly Affairs Assisted Living Program	12
RI Housing Assisted Living Program	12
Shared Living	12
Preventive	13
Division of Elderly Affairs Co-Pay Program	13
Modifiers for T1000 and S5125	13

Appendix15

- Claim Preparation Instructions 15
 - Waiver Services - Waiver/Rehab Claim Form 15
 - Waiver Form Filing Instructions 15
 - Waiver Services - CMS 1500 Claim Form 15
 - CMS 1500 Form Filing Instructions  15
- Error Status Codes 15
 - ESC Code List (English)  15
- Explanation of Benefits (EOB) Codes 15
 - EOB Codes and Messages List (English)  EOB Codes and Messages List (Spanish)..... 15
- Third Party Liability Carrier and Coverage Codes 15
 - Third Party Liability (TPL) Carrier Codes  15
 - Third Party Liability (TPL) Coverage Codes 15

INTRODUCTION

The Rhode Island Executive Office of Health and Human Services (EOHHS), in conjunction with DXC Technology (DXC), developed provider manuals for all RI Medicaid Providers. The purpose of this guide is to assist Medicaid providers with Medicaid policy, coverage information and claim reimbursement for this program. General information is found in the [General Guidelines Reference Manual](#). The DXC Customer Service Help Desk is also available to answer questions not covered in these manuals.

DXC Technology can be reached by calling:

- 1-401-784-8100 for local and long distance calls
- 1-800-964-6211 for in-state toll calls or border community calls

Home and Community Based Services

Rhode Island provides home and community based services under the authority of the RI Comprehensive 1115 Demonstration. The Comprehensive 1115 Demonstration establishes a Federal-State compact that provides the State with greater flexibility to provide services in a more cost effective way that will better meet the needs of Rhode Islanders.

Provider Participation Guidelines

To participate in the Rhode Island Medicaid Program, providers must meet the following requirements:

- Providers must be located and be performing services in Rhode Island (except for [border communities](#)).
- In-state providers must be licensed or certified by the state of Rhode Island. Out-of-state providers must be licensed or certified in their respective states.

Recertification

Providers are periodically recertified by the State of Rhode Island. Providers obtain license or certification through the appropriate state department. Out of state providers must forward a copy of the renewal documentation to DXC Technology. DXC should receive this information at least five business days prior to the expiration date on of the license or certification. Failure to do so will result in suspension from the program.

REIMBURSEMENT OF CLAIMS

Claim Billing Guidelines

Claims should be billed electronically. If a paper claim must be submitted, it should be billed on the appropriate form: Waiver /Rehab or CMS 1500. Instructions for completing the Waiver/Rehab and CMS 1500 claim form are located in [Claims Processing](#). Links can also be found in the appendix.

Reimbursement Guidelines

A list of procedure codes is located in each of the individual programs located on the following pages.

Providers must bill the Medicaid Program at the same usual and customary rate as charged to the general public and not at the published fee schedule rate. Rates discounted to specific groups (such as Senior Citizens) must be billed at the same discounted rate to Medicaid. Payment to providers will not exceed the maximum reimbursement rate of the Medicaid Program.

Co-insurance, Deductible, and Co-payments

Medicaid Program recipients who have other insurance and co-payments for insurance coverage may have a co-insurance, deductible, and/or co-payment liability amount that must be met. The other insurance carrier must be billed first, then the provider must submit the other carrier's EOB with the claim. If the other insurance has paid for the service, the Medicaid Program will pay any co-insurance, deductible, and/or co-payment as long as the total amount paid by the other insurance does not exceed the Medicaid Program allowed amount(s) for the service(s).

Patient Liability

Unless otherwise stipulated, the Medicaid Program reimbursement is considered payment in full. The provider is not permitted to seek further payment from the recipient in excess of the Medicaid Program rate. When it is stipulated that a recipient must "spend down" or contribute a portion of their personal income towards the cost of care, the amount of the recipient share will be indicated on the notice sent to the recipient.

Definition of Terms

Homemaker

Services that consist of the performance of general household tasks (e.g., meal preparation and routine household care) provided by a qualified homemaker, when the individual regularly responsible for these activities is temporarily absent or is unable to manage the home and care for him/herself or others in the home. Home makers shall meet such standards of education and training as are established by the state for the provision of these activities.

Personal Care Services

Personal Care Services provide direct support in the home or community to an individual in performing activities of daily living (ADL) tasks (e.g. bathing, dressing, eating, grooming, mobility, toileting, and transferring) that he/she is functionally unable to complete independently due to disability. Personal care services may be provided by:

1. A Certified Nursing Assistant which is employed under a state licensed home care/ home health agency and meets such standards of education and training as are established by the State for the provision of these activities.
2. A Personal Care Attendant via Employer Authority under the Self Direction option.

Combined Homemaker /Personal Care Services

Consists of any combination of Homemaker and Personal Care Services as defined by the Case Manager in the case plan.

Case Management

Services that assist participants in gaining access to needed Long Term Services and Supports and other state plan services, as well as needed medical, social, educational and other services, regardless of the funding source for the services to which access is gained. Case managers are responsible for on-going monitoring of the provision of services included in the individual's plan of care. Case managers initiate and oversee the process of assessment and reassessment of the individual's level of care and review plans of care on an annual basis and where there are significant changes in client circumstances. Case management services may be performed by:

1. Contracted entities
2. State staff designated to perform these activities

LPN Services

Licensed Practical Nurse (LPN) services are provided under the supervision of a Registered Nurse (RN). LPN services are available to participants who require interventions beyond the scope of Certified Nursing Assistant (C.N.A) duties. LPN services are provided in accordance with the Nurse Practice Act under the supervision of a Registered Nurse. This service is aimed at individuals who have achieved a measure of medical stability despite the need for chronic care nursing interventions.

Homemaker/LPN services require a prior authorization.

An assessment and approval must be completed by a RN in the Executive Office of Health and Human Services or the Department of Behavioral Health Developmental Disabilities and Hospitals.

Day Habilitation

Assistance with acquisition, retention or improvement in self-help, socialization and adaptive skills which take place in a non-residential setting, separate from the home or facility in which the individual resides.

Supported Employment

Includes activities needed to sustain paid work by individuals receiving home and community based services, including supervision, transportation and training. When supported employment services are provided at a work site in which persons without disabilities are employed, payment will be made only for the adaptations, supervision, and training required by an individual receiving home and community based services as a result of his/her disabilities, and will not include payment for the supervisory activities rendered as a normal part of the business setting.

Home and Community Based Services Intellectually Disabled (BHDDH)

The Division of Developmental Disabilities is responsible for planning, providing and administering a community system of services and supports for adults with developmental disabilities (DD). While safeguarding the health and safety of people with DD, the Division promotes human rights and ensures equitable access to and allocation of available resources in order to be responsive to the needs of each individual. The Division funds a statewide network of community services and supports for this population through a variety of community provider agencies. Support is available in categories such as Residential Services, Day/Employment Services and Community-based Supports.

Recipients must have Medicaid eligibility and an active BHDDH segment. The recipient may have a patient liability and BHDDH must authorize the services. For the appropriate procedure code and modifier(s), consult the [BHDDH rate sheet](#) for Developmental Disabilities.

Core Community Services

Core Community Services is a set of services provided to individuals who have chosen to receive their care at home. Individuals must be assessed to have a high or highest level of care. Below are the services provided under Core Community Services:

Procedure Code	Modifier	Description (15 min)
S5120		Adult Day Care
S5125		Personal Care Only
S5125	U1	Combined Personal Care and Homemaker
S5130		Homemaker Only
S5130	TE	Homemaker LPN
S5165		Home modification, per service
S5160		Emergency response
S5161		Emergency response – monthly
S5170		Home delivered meals, including preparation, per meal
S5170	U1	Frozen meal
S5170	U2	Shelf staple
S5170	UF	Service provided in the morning
T1028		Assessment of Home, physical and family environment, to determine suitability to meet patients medical needs
T1017		Targeted case management
T1001		Nursing Assessment

Note: Must have Medicaid eligibility.
 Must have an active Core Community Service eligibility segment.
 Recipient may have a share.

Habilitation Community Services

Habilitation Community Services are provided to individuals who meet a Hospital Level of Care and have chosen to receive their services at home.

Procedure Code	Modifier	Description
T1016		Case Management, 15 minutes
T2021		Day Habilitation – 15 minutes
T2019		Habilitation supported employment - 15 minutes
T2038		Community Transition

T1028		Assessment of Home, physical and family environment, to determine suitability to meet patients medical needs
S5170		Home delivered meals, including preparation, per meal
S5170	U1	Frozen meal
S5170	U2	Shelf staple
S5170	UF	Service provided in the morning
S5165		Home Modification, per service
S5160		Emergency response- Installation
S5161		Emergency response – monthly
T1000		Private duty nursing
S5130		Homemaker
S5125		Personal care
S5125	U1	Combined homemaker and personal care
S5120		Adult Day Care
T2022		Case management, per month
T1001		Nursing Assessment

Note: Must have Medicaid eligibility
 Must have an active “Habilitation Community Service” segment

Habilitation Group Home

Habilitation Group Home Services are provided to individuals who have a diagnosis of a traumatic brain injury and who have been found to meet a hospital level of care.

Procedure Code	Description
T1016	Case Management, 15 minutes
T2016	Habilitation residential per diem
T1028	Assessment of Home, physical and family environment, to determine suitability to meet patients medical needs

Note: Must have Medicaid eligibility
 Must have an active “Habilitation Group Home” segment

Self-Direction Community Services

Self- Directed Services are provided to individuals who have chosen to receive care at home and are capable of self- directing their care. This option allows individuals to hire, fire and train their own employees.

Procedure Code	Modifier	Description
T2025		Fiscal Management
T1019		Personal Care Services
T2022		Case Management – per month
S5170		Home delivered meals, including preparation, per meal
S5170	U1	Frozen meal
S5170	U2	Shelf staple
S5170	UF	Service provided in the morning
T1999		Miscellaneous therapeutic items
S5160		Emergency response - Installation
S5161		Emergency response – monthly
S5165		Home modification, per service
S5120		Adult Day Care

Division of Elderly Affairs Core Community Program (DEA Core Community Services)

DEA Core Community Services is a set of services provided to individuals 65 or over, who have chosen to receive their care at home. Individuals must be assessed to have a high or highest level of care.

Procedure Code	Modifier	Description (15 min)
S5120		Adult Day Care
S5125		Personal Care Only
S5125	U1	Combined Personal Care and Homemaker
S5130		Homemaker Only
S5165		Home modification per service
S5160		Emergency response
S5161		Emergency response – monthly
S5170		Home delivered meals, including preparation, per meal
S5170	U1	Frozen meal
S5170	U2	Shelf staple
S5170	UF	Service provided in the morning
T1028		Assessment of Home, physical and family environment, to determine suitability to meet patients medical needs
T1016		Case management
T1001		Nursing Assessment

Note: Must have Medicaid eligibility.

Must have an active DEA eligibility segment.
 Recipient may have a share.

Division of Elderly Affairs Assisted Living Program

Individuals live in apartment-like setting with 24-hour support services, supervision, meals, housekeeping services and personal care.

Procedure Code	Description
T2031	Assisted Living – per diem
T1016	Case Management

Must have Medicaid eligibility.
 Must have an active DEA AL segment.
 Recipient may have a share.

RI Housing Assisted Living Program

Individuals live in apartment-like setting with 24-hour support services, supervision, meals, housekeeping services and personal care.

Procedure Code	Description
T2031	Assisted Living – per diem
T1016	Case Management

Must have Medicaid eligibility.
 Must have a RIH AL segment
 Recipient may have a share.

Shared Living

Shared living services allow individuals to remain in the community and receive 24/7 supports from an eligible caregiver of their choosing.

Individuals choosing Shared living must have a high or highest level of care.

Procedure Code	Description
T2025	Waiver services, NOS
T1028	Assessment of home, physical and family environment, to determine suitability to meet patients medical needs
T1005	Respite care services, up to 15 mins
S5136	Companion Care, Adult (ADL/IADL) per diem
S5160	Emergency Response System; installation and testing
S5161	Emergency Response System; service fee per month

S5102	Day care services, Adult, per diem
S5165	Home Modification, per service

Preventive

Preventive services are services provided to individuals who require minimal assistance with ADL's/IADL's. Individuals are Medicaid Eligible but do not need to meet LTC eligibility requirements. Individuals must meet the preventive level of care.

Procedure Code	Modifier	Description
S5130		Homemaker
S5125	U1	Combined homemaker and Personal care aid
S5120		Adult Day Care
T1001		Nursing Assessment

Note: Must have Medicaid eligibility
 Must have an active preventive community services segment

Division of Elderly Affairs Co-Pay Program

The Home and Community Care Co-Pay Program pays a portion of the cost of personal care and adult day services. An individual must be unable to leave home without considerable assistance and must need help with personal care. Income limit is up to 200% of FPL; there is no asset limit.

Procedure Code	Modifier	Description
S5125	U1	Combined Personal Care and Homemaker -15 minutes
S5102		Adult Day Care – per diem

Note: Must not be eligible for Medicaid
 Must have Prior Authorization, approved by DEA
 Recipient will have an hourly co pay for personal care and homemaker
 Recipient will have daily co pay for Adult Day Care

Modifiers for T1000 and S5125

Note: T1000 requires Prior Authorization

Modifiers for S5125 and T1000 (CNA)	
Modifier	Description
UH	Evening shift (3:00-11:00 PM)
UJ	Night shift (11:00 PM-7:00 AM)
TV	Weekend shift

TV	Holiday shift
U9	High Acuity
Modifiers for T1000 (LPN)	
Modifier	Description
TE	Day shift LPN
UH TE	Evening shift LPN
UJ TE	Night shift LPN
TV TE	Weekend shift LPN
TU TV	Holiday shift LPN

Appendix

Claim Preparation Instructions

[Waiver Services - Waiver/Rehab Claim Form](#) 

[Waiver Form Filing Instructions](#) 

[Waiver Services - CMS 1500 Claim Form](#) 

[CMS 1500 Form Filing Instructions](#) 

Error Status Codes

[ESC Code List \(English\)](#) 

Explanation of Benefits (EOB) Codes

[EOB Codes and Messages List \(English\)](#) 

[EOB Codes and Messages List \(Spanish\)](#)

Third Party Liability Carrier and Coverage Codes

[Third Party Liability \(TPL\) Carrier Codes](#) 

[Third Party Liability \(TPL\) Coverage Codes](#)