

## **BACKGROUND**

The fiscal year 2021-22 budget included funding to begin a phased implementation of the rate models created as part of the vendor rate study conducted by the California Department of Developmental Services (DDS) and its contractor Burns & Associates, a division of Health Management Associates (HMA-Burns). In the first phase of implementation, effective April 1, 2022, vendors will receive a rate increase equal to 25 percent of the difference between their current rates (as of March 31, 2022) and the applicable rate model for the service they are delivering.

To ensure that DDS and HMA-Burns have a complete and accurate listing of currently approved payment rates and the information needed to identify the appropriate benchmark rate model for calculating the rate increase for each vendorization, HMA-Burns developed a series of reports for Regional Centers to review and complete. When Regional Centers did not have all of the information needed for a given vendorization, they were asked to work with that the vendor to collect the data. Information about this process can be accessed at <https://www.dds.ca.gov/rc/vendor-provider/rate-study-implementation/>.

This document describes the methodology used to calculate rate increases. The calculations rely on information reported through this process so Regional Centers and vendors are asked to review these inputs for accuracy.

## **CALCULATING RATE INCREASES (“Rates” Worksheet)**

This worksheet lists all unique rate records in columns A through P compiled from rates files maintained by DDS, identified during the review of the POS dataset but missing from the rates files, or reported by regional centers. The following fields after column P are described below.

*Courtesy Rate with Match to Vendoring* – This field is used to identify whether the record reflects a using Regional Center when there is an exact vendor and rate match to the vendoring Regional Center. In these cases, “Yes” will be indicated and information from the vendoring Regional Center will be utilized to determine the baseline rate **UNLESS** the vendoring Regional Center did not provide information for the vendor, in which case information from the using Regional Center will be utilized when available.

For records associated with the vendoring Regional Center **OR** associated with the using Regional Center when there is not exact vendor and rate match to the vendoring Regional Center. In both cases, “No” will be indicated. If it is a record for the vendoring Regional Center, information from the vendoring Regional Center will be utilized to determine the baseline rate. If it is a record for the using Regional Center, but there is no match to the vendoring Regional Center, information from the using Regional Center will be used to determine the baseline rate.

*Unit Type* – This field lists the unit of service (e.g., hour, day, mile, etc.) for the payment rate.

*Calculate Rate Increase* – This field is used to identify whether a potential rate increase will be calculated for the record. When “No” is selected, the “No Calculation Reason” field is populated.

*RC Correct Rate (if applicable)* – This field lists rates provided by Regional Centers when reporting that the rate included in the DDS rates files was not accurate.

*No Calculation Reason* – This field records the reason that a the rate increase is not being calculated for the record. These reasons include:

- *Alternative Rate* – The Alternative Nonresidential Services rates developed in response to the Covid-19 pandemic are not being adjusted.
- *Data not Provided* – The Regional Center did not report all of the required information on the service detail collection form. Records submitted after the deadlines established to provide rate calculations prior to April 1 will be processed according to a schedule to be developed with any rate increases being applied retroactively to April 1.
- *Excluded Rate Source* – Rates with a type 1 (Medi-Cal schedule of maximum allowance) or type 3 or 4 (usual and customary) codes in the “Rate Source” field in the rates files (and listed in column I of this worksheet) are not receiving rate adjustments.
- *Excluded Sub Code* – Certain subcodes are excluded from the rate increases. These subcodes are listed in the Methodology Documentation file that was shared with the Regional Centers when the service detail collection forms were distributed.
- *Further Discussion Needed* – Based on HMA-Burns’ review, additional input from the Regional Center is required before any rate increase calculation can be completed.
- *No Applicable Rate Model* – Based on the reported service details, the vendorization cannot be mapped to a rate model developed as part of the rate study (for example, a service is being delivered at a one-to-four ratio, but there is not a rate model for a staffing level less intensive than one-to three).
- *One Dollar Rate* – In general, rates equal to one dollar are not receiving rate adjustments. If a \$1 rate is used to facilitate an individualized rate (for example, some Regional Centers use a \$1 rate to fund an individual-specific monthly budget for Supported Living Services), the Regional Center should contact DDS and HMA-Burns to discuss options to evaluate the vendorization.
- *RC Decision* – Rates reported as not valid by Regional Centers in the service detail collection forms for any reason.
- *Zero Rate* – Rates equal to zero.
- *Unbundled Activity* – Rates associated with an unbundled activity based on reporting from the Regional Center. The spending associated with unbundled activities are accounted for in the calculation of the primary service rate. Rates for unbundled services are not adjusted, but it is assumed that these rates will continue to be billed until a subsequent phase of the rate model implementation.
- *Health & Safety Waiver Rates* – Rates identified by the Regional Center as approved exceptions under the Health and Safety Waiver process. Potential rate increases are determined based on the rate prior to the Health and Safety Waiver so if that prior rate has not been reported, no rate increase calculations are performed.
- *Incomplete Rate Bundling Report* – The Regional Center did not complete the Rate Bundling Report. Since unbundled expenses are considered when establishing baseline rates, rate increase calculations cannot be performed until the report is completed.

*[For services with an hourly rate model] Average Hours per Unit* – This field reports the average number of hours per unit for non-hourly unit types as reported by the Regional Centers.

The next several columns (placement varies by service code) list the information collected from regional centers and vendors to identify the appropriate benchmark rate models and calculate rate increases. See the next section for additional details by service.

*Unbundled Amount* – This field contains the calculated amount of unbundled spending per unit of service as shown in the “Unbundled Amounts” worksheet. These amounts are calculated by dividing the total spending on the unbundled activity by the number of units billed for the primary services. For example, if a vendor was paid \$25,000 through an unbundled mileage rate and billed 50,000 hourly units for the primary service, the unbundled amount per hour would be \$0.50.

If the unbundled activity is associated with more than one primary subcode, the unbundled spending is allocated across the primary service subcodes proportionately based on spending on the primary service subcodes. For example, if a vendor was paid \$25,000 through an unbundled mileage rate that was associated with one subcode for weekday services with spending of \$600,000 and one subcode for weekend services with spending of \$400,000, 60 percent of the \$25,000 would be allocated to the weekday service subcode and 40 percent would be allocated to the weekend services subcode. These allocated amounts are then converted to an amount per hour (or other unit type as appropriate) as described in the previous paragraph.

Unbundled spending amounts are only allocated to subcodes with spending in the fiscal year 2020-21 POS data.

*Minimum Wage/ Other Adjustment* – This field can be utilized by regional centers to add any rate adjustments that are not reflected in the rates file and have an effective date prior to April 1, 2022 (for example, minimum wage adjustments).

*Effective 3/31/2022 Rate* – This field lists the total effective base rate used to calculate the rate increases and is the sum of *Rate* or *RC Corrected Rate* (if reported), *Unbundled Amount*, and *Minimum Wage/ Other Adjustment* fields. If the *Calculate Rate Increase* field is “No”, then this will be the April 1, 2022 rate after the unbundled amounts have been backed out.

*[For services with an hourly rate model] Hourly Rate or Converted Hourly Rate* – This field calculates the hourly equivalent rate by dividing the *Rate* or *RC Corrected Rate* field by the *Average Hours per Unit* field when the billing unit is not hourly. For billing units that are hourly, the base rate is maintained.

*[For services with a monthly rate model] Monthly Rate or Converted Monthly Rate* – This field calculates the monthly equivalent rate by multiplying the rate by 365 and dividing it by 12 when the billing unit is daily. For billing units that are monthly, the base rate is maintained.

*Benchmark Rate (weighted average)* – This field identifies the effective benchmark rate to compare to the base rate based on the information provided in the service detail collection forms. For some services, the rate study proposed breaking-out different activities (for example, for day programs, there are separate rates for time spent in a center-based environment and time spent in the community). In these cases, the benchmark rate will reflect a weighted average across the activities based on the information reported by the Regional Centers. When there is not a rate model for a given program design (for example, services are delivered at a 1:4 ratio, but the least intensive staffing ratio for which a rate model was developed is 1:3), no rate increase is calculated. If this occurs as a component of a service code for which a weighted average benchmark rate is calculated, the currently approved rate is used for that portion of the weighted average calculation.

The determination of the appropriate benchmark rate models to use when the using Regional Center is different than the vendoring Regional Center is based on the service code. For services that are assumed to be predominately provided within the vendoring Regional Center’s catchment area, the benchmark rate models that apply to the vendoring Regional Center’s area are used (denoted “Vendoring RC Rates”). For

services that are not assumed to be predominately provided within the vendoring Regional Center's catchment area, the benchmark rate models that apply to the using Regional Center's area are used (denoted "User RC Rates"). Appendix 1 at the end of this document categorizes each service code based on these assumptions. If a Regional Center believes a given vendorization differs from these assumptions, they can request an exception from DDS.

*Rate Increase (25%)* – This field calculates 25 percent of the difference between the benchmark rate and the base rate from the *Hourly Rate or Converted Hourly Rate* field. If the base rate higher than the benchmark rate, the rate increase will be zero.

*4/1/2022 Rate* – This field is calculated as follows:

- The *Hourly Rate or Converted Hourly Rate* and *Rate Increase (25%)* fields are summed.
- If applicable, any spending from the *Unbundled Amount* field is backed-out (since it is assumed that the unbundled activities will continue to be billed).
- If applicable, the rate is converted back to the applicable billing unit type. For example, for a service with an hourly rate model, but a current rate with a daily unit type, the daily unit is converted to an hourly equivalent as described above (for example, a \$60.00 daily rate for a program with an average of six hours per day would have an hourly equivalent of \$10.00). This hourly equivalent is compared to the rate model and the calculated rate increase is applied (for example, if the benchmark rate model is \$14.00 per hour, 25 percent of the difference is \$1.00 per hour and the new hourly equivalent is \$11.00 per hour. This is converted back to a daily rate of \$66.00 by multiplying the new hourly equivalent rate by the six hours per day for this program).

## SERVICE CODE SPECIFIC RATE CALCULATION FIELDS – BATCH 1

### ***Service Code 025 – Tutor Services***

*Staffing Ratio* – This field lists the staff-to-participant ratio. Note that the rate study does not include any rate models for a staffing ratio less intensive than one-to-three. As a result, any record with a less intensive ratio will not be adjusted.

The *% of Hours for Adults with Post-Secondary - Staff with Bachelor's*, *% of Hours for Adults with Post-Secondary - Staff with Non-Bachelor's*, *% of Hours for Other than Adults with Post-Secondary - Staff with Bachelor's*, and *% of Hours for Other than Adults with Post-Secondary - Staff with Non-Bachelor's* fields provide the distribution of services based on whether the adult participants are enrolled in post-secondary education and whether the tutor has at least a bachelor's degree in a relevant field. Although the rate study recommended that the service be limited to adults in post-secondary education and that tutors must have at least a bachelor's degree. Those requirements will not be implemented on April 1 so the calculated rate increase is not making any adjustments for services that do not meet these requirements.

### ***Service Code 062 – Personal Assistance***

*Staffing Ratio* – This field lists the staff-to-participant ratio, which is used to determine the appropriate benchmark rate model. Note that the rate study does not include any rate models for a staffing ratio less intensive than one-to-three. As a result, any record with a less intensive ratio will not be adjusted.

*Parent Coordinated* – This field indicates whether the vendor provides a parent coordinated service model. If indicated as “Yes”, the rate models for Parent-Coordinated Personal Assistance (093) are used to determine the benchmark rate.

*Group Prorated* – This field indicates whether the rate reflects a cumulative rate for multiple individuals (for example, a \$30 total rate for services shared by two individuals with the intent that billing is prorated so that the effective rate is \$15 per person). If indicated as “Yes”, the *Effective 3/31/22 Rate* field is adjusted by dividing the rate by the reported group size in the *Staffing Ratio* field. This rate is then compared to the applicable benchmark rate model for the reported group size. After calculating the appropriate rate increase, the rate is converted back to the cumulative value in *4/1/22 Rate* field to reflect current billing practices.

### ***Service Code 073 - Parent Coordinator Supported Living Program***

*Staffing Ratio* – This field lists the staff-to-participant ratio, which is used to determine the appropriate benchmark rate model. Note that the rate study does not include any rate models for a staffing ratio less intensive than one-to-three. As a result, any record with a less intensive ratio will not be adjusted.

### ***Service Code 091 - In-Home/Mobile Day Program***

*Staffing Ratio* – This field lists the staff-to-participant ratio, which is used to determine the appropriate benchmark rate model. Note that the rate study does not include any rate models for a staffing ratio less intensive than one-to-three. As a result, any record with a less intensive ratio will not be adjusted.

***Service Code 093 - Parent-Coordinated Personal Assist Service***

*Staffing Ratio* – This field lists the staff-to-participant ratio. Note that the rate study does not include any rate models for a staffing ratio less intensive than one-to-three. As a result, any record with a less intensive ratio will not be adjusted.

***Service Code 109 – Program Support Group-Residential***

*Staffing Ratio* – This field lists the staff-to-participant ratio. Note that the rate study does not include any rate models for shared staffing (that is, there is only a one-to-one rate).

*Staff Qualification* – This field lists the qualification of staff providing services. Note that the rate study only includes supplemental program support rate models for direct support professionals. As a result, this information may be used to inform future policymaking, but the DSP rate models will be used regardless of staff qualification.

***Service Code 110 – Program Support Group-Day Service***

*Staffing Ratio* – This field lists the staff-to-participant ratio. Note that the rate study does not include any rate models for shared staffing (that is, there is only a one-to-one rate).

*Staff Qualification* – This field lists the qualification of staff providing services. Note that the rate study only includes supplemental program support rate models for direct support professionals. As a result, this information may be used to inform future policymaking, but the DSP rate models will be used regardless of staff qualification.

***Service Code 111 – Program Support Group-Other Services***

*Staffing Ratio* – This field lists the staff-to-participant ratio. Note that the rate study does not include any rate models for shared staffing (that is, there is only a one-to-one rate).

*Staff Qualification* – This field lists the qualification of staff providing services. Note that the rate study only includes supplemental program support rate models for direct support professionals. As a result, this information may be used to inform future policymaking, but the DSP rate models will be used regardless of staff qualification.

***Service Code 520 - Independent Living Program***

*Staffing Ratio* – This field lists the staff-to-participant ratio, which is used to determine the appropriate benchmark rate model. Note that the rate study does not include any rate models for a staffing ratio less intensive than one-to-three. As a result, any record with a less intensive ratio will not be adjusted.

***Service Code 645 - Mobility Training Services Agency***

Note that this service code is benchmarked against the rate models for Independent Living.

*Staffing Ratio* – This field lists the staff-to-participant ratio, which is used to determine the appropriate benchmark rate model. Note that the rate study does not include any rate models for a staffing ratio less intensive than one-to-three. As a result, any record with a less intensive ratio will not be adjusted.

***Service Code 650 - Mobility Training Services Specialist***

Note that this service code is benchmarked against the rate models for Independent Living Specialist.

*Staffing Ratio* – This field lists the staff-to-participant ratio, which is used to determine the appropriate benchmark rate model. Note that the rate study does not include any rate models for a staffing ratio less intensive than one-to-three. As a result, any record with a less intensive ratio will not be adjusted.

***Service Code 680 – Tutor***

*Staffing Ratio* – This field lists the staff-to-participant ratio. Note that the rate study does not include any rate models for a staffing ratio less intensive than one-to-three. As a result, any record with a less intensive ratio will not be adjusted.

The *% of Hours for Adults with Post-Secondary - Staff with Bachelor's*, *% of Hours for Adults with Post-Secondary - Staff with Non-Bachelor's*, *% of Hours for Other than Adults with Post-Secondary - Staff with Bachelor's*, and *% of Hours for Other than Adults with Post-Secondary - Staff with Non-Bachelor's* fields provide the distribution of services based on whether the adult participants are enrolled in post-secondary education and whether the tutor has at least a bachelor's degree in a relevant field. Although the rate study recommended that the service be limited to adults in post-secondary education and that tutors must have at least a bachelor's degree. Those requirements will not be implemented on April 1 so the calculated rate increase is not making any adjustments for services that do not meet these requirements.

***Service Code 950 - Supported Employment-Group***

Note that current baseline rates are being determined by dividing the current rate by the reported group size to compare to the benchmark rate models, which reflect a group rate.

*Staffing Ratio* – This field lists the staff-to-participant ratio, which is used to determine the appropriate benchmark rate model. Note that the rate study does not include any rate models for a staffing ratio less intensive than one-to-eight. As a result, any record with a less intensive ratio will not be adjusted.

***Service Code 952 – Supported Employment, Individual***

*% of Hours that are Job Development* – This field reports the percent of service hours delivered as job development. Since the rate study includes different rate models for job development and job coaching activities, the benchmark rate will reflect a weighted average based on the percentages reported in the *% of Hours that are Job Development* and the *% of Hours that are Job Coaching* fields.

*% of Hours that are Job Coaching* – This field reports the percent of service hours delivered as job coaching. Since the rate study includes different rate models for job development and job coaching activities, the benchmark rate will reflect a weighted average based on the percentages reported in the *% of Hours that are Job Development* and the *% of Hours that are Job Coaching* fields.

***Service Code 954 - Rehab Work Activity Program***

*Staffing Ratio* – This field lists the staff-to-participant ratio, which is used to determine the appropriate benchmark rate model.

## SERVICE CODE SPECIFIC RATE CALCULATION FIELDS – BATCH 2

### *Service Code 055 – Community Integration Training Program*

### *Service Code 063 – Community Activities Support Services*

*Note: The rate study did not propose rate models specifically for these service codes. Rather, rate models were established for the types of supports delivered through these service codes with the expectation that – eventually, not on April 1 – these programs would be transitioned to these other service codes (for example, individual supported employment services would be transitioned to service code 952 in the future). The determination of benchmark rates is therefore based on the type of program being delivered*

*Service Type* – This field records the type of program being operated using the following options:

- *Day Program*
- *Supported Employment*
- *Supported Employment - Group*
- *Home or Community-Based 1:1 Services (these programs are benchmarked against the rates for Independent Living services)*
- *Other Services*

*Description of Other Services* – If ‘Other Services’ is selected in the previous field, this field describes the program. Since there are no rate models for these other programs, no rate increases are calculated.

### **Day Programs**

*Note: The rate study proposed different rates for day programs based on the whether the program is designed to support individuals with significant medical or behavioral needs, the location of service (community or center/facility), and the staffing ratio.*

*The determination of medically- or behaviorally-focused programs is all or nothing. If the Regional Center reported a program was medically- or behaviorally-focused, the rate models for these programs were used unless the reported staffing ratio exceeded there participants per staff person. Since the rate study does not include any rate models for these programs with a staffing ratio less intensive than one-to-three, the rate models for standard day programs were used.*

*Since there are different rate models based on location of service, the benchmark rates reflect a weighted average based on the reported percentage of services delivered in the community. For example, if a provider reported that 30 percent of services are delivered in the community at an average ratio of one-to-three and that the average ratio for services delivered in the center/ facility is one-to-four, the benchmark rate would be calculated as ( [ 30% \* community 1:3 rate ] + [ 70% \* facility 1:4 rate ] ).*

*Day Program Type* – This field records whether the program is medically- or behaviorally-focused, a determination that should have been based on the criteria listed in the instructions accompanying the service detail collection form.

*% of Hours Provided in Community* – This field lists the percentage of service hours provided in the community. The balance of time is assumed to be in a center- or facility-based environment.

*Staffing Ratio in Community* – This field lists the average staff-to-participant ratio for services delivered in the community.

*Staffing Ratio in Center/Facility* – This field lists the average staff-to-participant ratio for services delivered in a center- or facility-based environment.

### **Supported Employment**

*% of Hours that are Job Development* – This field reports the percent of service hours delivered as job development. Since the rate study includes different rate models for job development and job coaching activities, the baseline rate will reflect a weighted average based on the percentages reported in the *% of Hours that are Job Development* and the *% of Hours that are Job Coaching* fields.

*% of Hours that are Job Coaching* – This field reports the percent of service hours delivered as job coaching. Since the rate study includes different rate models for job development and job coaching activities, the baseline rate will reflect a weighted average based on the percentages reported in the *% of Hours that are Job Development* and the *% of Hours that are Job Coaching* fields.

### **Supported Employment - Group**

*Group Employment Staffing Ratio* – This field lists the staff-to-participant ratio, which is used to determine the appropriate benchmark rate model. Note that the rate study does not include any rate models for a staffing ratio less intensive than one-to-eight. As a result, any record with a less intensive ratio will not be adjusted.

### **Home or Community-Based 1:1 Services**

*Parent Coordinated* – This field indicates whether the vendor provides a parent coordinated service model. If indicated as “Yes”, the rate models for Parent-Coordinated Personal Assistance (093) are used to determine the benchmark rate.

### ***Service Code 505 – Activity Center***

### ***Service Code 510 – Adult Development Center***

### ***Service Code 525 – Social Recreation Program***

*Note: The rate study proposed different rates for day programs based on the whether the program is designed to support individuals with significant medical or behavioral needs, the location of service (community or center/facility), and the staffing ratio.*

*The determination of medically- or behaviorally-focused programs is all or nothing. If the Regional Center reported a program was medically- or behaviorally-focused, the rate models for these programs were used unless the reported staffing ratio exceeded there participants per staff person. Since the rate study does not include any rate models for these programs with a staffing ratio less intensive than one-to-three, the rate models for standard day programs were used.*

*Since there are different rate models based on location of service, the benchmark rates reflect a weighted average based on the reported percentage of services delivered in the community. For example, if a provider reported that 30 percent of services are delivered in the community at an average ratio of one-*

*to-three and that the average ratio for services delivered in the center/ facility is one-to-four, the benchmark rate would be calculated as ( [ 30% \* community 1:3 rate ] + [ 70% \* facility 1:4 rate ] ).*

*If a program design includes a staffing ratio for which there is not a rate model (e.g., community-based services operating at a 1:8 ratio), the benchmark rate for that component of the program is set equal to the current rate for the vendorization then the vendors current rate is utilized to for these instances to calculate the (weighted average) Benchmark Rate*

*Day Program Type* – This field records whether the program is medically- or behaviorally-focused, a determination that should have been based on the criteria listed in the instructions accompanying the service detail collection form.

*% of Hours Provided in Community* – This field lists the percentage of service hours provided in the community. The balance of time is assumed to be in a center- or facility-based environment.

*Staffing Ratio in Community* – This field lists the average staff-to-participant ratio for services delivered in the community.

*Staffing Ratio in Center/Facility* – This field lists the average staff-to-participant ratio for services delivered in a center- or facility-based environment.

### ***Service Code 515 – Behavior Management Program***

*Note: The determination of the benchmark rate for these programs uses the rate models for behavior management programs regardless of the details of the program.*

*Since there are different rate models based on location of service, the benchmark rates reflect a weighted average based on the reported percentage of services delivered in the community. For example, if a provider reported that 30 percent of services are delivered in the community at an average ratio of one-to-two and that the average ratio for services delivered in the center/ facility is one-to-three, the benchmark rate would be calculated as ( [ 30% \* community 1:2 rate ] + [ 70% \* facility 1:3 rate ] ).*

*% of Hours Provided in Community* – This field lists the percentage of service hours provided in the community. The balance of time is assumed to be in a center- or facility-based environment.

*Staffing Ratio in Community* – This field lists the average staff-to-participant ratio for services delivered in the community.

*Staffing Ratio in Center/Facility* – This field lists the average staff-to-participant ratio for services delivered in a center- or facility-based environment.

***Service Code 905 – Residential Facility Service Adults, Owner Operated***

***Service Code 910 – Residential Facility Service Children, Owner Operated***

***Service Code 915 – Residential Facility Service Adults, Staff Operated***

***Service Code 920 – Residential Facility Service Children, Staff Operated***

*Note: Since these services are reimbursed based on a standard fee schedule that will be posted to DDS' website, these forms only calculate rates for supplemental services that Regional Centers have approved under this service code.*

*Staffing Ratio* – This field lists the staff-to-participant ratio.

*Service Type* – This field lists the service that the Regional Center has approved using the following categories:

- *Out-of-Home Respite* – Out-of-home respite was not covered by the rate study so no rates are calculated for these vendors
- *Supplemental Direct Care Staffing* – These rates are priced based on the rate models for Supplemental Residential Program Support (which are also used for service code 109 vendorizations). Note that the rate study does not include any rate models for shared staffing (that is, there is only a one-to-one rate) so no rate increases are calculated for records that are not one-to-one.
- *Other* – This option is used to collect information for programs that do not fit the first two categories. Since there are no rate models for these other programs, no rate increases are calculated.

*Description of Other Services* – This field is used to capture a description of the approved programs if 'Other' was selected in the previous field. As noted above, there are no rate models for these other programs so no rate increases are calculated.

### SERVICE CODE SPECIFIC RATE CALCULATION FIELDS – BATCH 3

#### ***Service Code 108 - Parenting Support Services***

*Staffing Ratio* – This field lists the staff-to-participant ratio, which is used to determine the appropriate benchmark rate model. Note that the rate study does not include any rate models for a staffing ratio less intensive than one-to-three. As a result, any record with a less intensive ratio will not be adjusted.

The *% of Hours by Staff with Bachelor's* field provides the distribution of services based on whether the direct staff has at least a bachelor's degree. The rate study recommended that the staff providing the service have at least a bachelor's degree. However, this requirement will not be implemented on April 1 so the calculated rate increase is not making any adjustments for services that do not meet these requirements.

#### ***Service Code 115 - Specialized Therapeutic Services (Consumers 3 to 20)***

#### ***Service Code 117 - Specialized Therapeutic Services - (Consumers 21 and Older)***

*Note: These services may be performed by staff with varying qualifications. To support a single billing rate for vendorizations at this time, HMA-Burns collected data on the percentage of service hours provided by staff with defined qualifications. This mix of qualifications, in conjunction with the service setting, is used to determine the weighted average benchmark rate.*

*Staffing Ratio* – This field lists the staff-to-participant ratio, which is used to determine the appropriate benchmark rate model. Note that the rate study does not include any rate models for a staffing ratio less intensive than one-to-three. As a result, any record with a less intensive ratio will not be adjusted.

The *% of Time in the Home/Community* field provides the percentage of service hours delivered in the home or a community setting. The balance of hours is assumed to be provided in a clinic environment. It is assumed this percentage is the same across all staff qualifications.

The next several columns report the percentage of service hours reported by staff meeting the listed qualifications. The weighted average benchmark rate was determined by matching the following qualification groupings against the noted rate model. If more than one rate is available for a given qualification grouping, generally the rate model with the highest rate is utilized to determine the benchmark rate.

- *Therapists/ Audiologists/ RNs/ Psychologists* – For the purpose of establishing the benchmark rate, these service hours are crosswalked to the rate models for Specialized Therapeutic Service, Professional.
- *Therapy Assistants/ Dieticians* – For the purpose of establishing the weighted average benchmark rate, these service hours are crosswalked to the rate models for Specialized Therapeutic Service, Assistant.
- *Behavior Analysts* – For the purpose of establishing the weighted average benchmark rate, these service hours are crosswalked to the rate models for Behavior Analyst. Since the rate study did not establish different models for services in the home/ community and in a clinic, there is no further weighting based on the *% of Time in the Home/Community* field.
- *Assoc. Behavior Analysts/ Behavior Mgmt. Assistants* – For the purpose of establishing the weighted average benchmark rate, these service hours are crosswalked to the rate models for

Associate Behavior Analyst. Since the rate study did not establish different models for services in the home/ community and in a clinic, there is no further weighting based on the *% of Time in the Home/Community* field.

- *Behavior Management Consultants* – For the purpose of establishing the weighted average benchmark rate, these service hours are crosswalked to the rate models for Behavior Management Consultant. Since the rate study did not establish different models for services in the home/ community and in a clinic, there is no further weighting based on the *% of Time in the Home/Community* field.
- *Social Workers/ Family Therapists, All Others with Master's Degree and All Others* – These qualification groupings do not have an equivalent rate available from the Vendor Rate Study. As a result, the current rate for the vendor will be used for these qualification groupings when determining the weighted benchmark rate.

### ***Service Code 116 - Early Start Specialized Therapeutic Services***

*Note: These services may be performed by staff with varying qualifications. To support a single billing rate for vendorizations at this time, HMA-Burns collected data on the percentage of service hours provided by staff with defined qualifications. This mix of qualifications, in conjunction with the service setting, is used to determine the weighted average benchmark rate.*

*Additionally, since there is inconsistency in how Regional Centers vendor therapy providers for early intervention programs – that is, some approve these services under this service code while others use service code 805 for infant development programs – the rate models for therapy services delivered as part of infant development programs are used as the benchmarks for this service code.*

*Staffing Ratio* – This field lists the staff-to-participant ratio, which is used to determine the appropriate benchmark rate model. Note that the rate study does not include any rate models for a staffing ratio less intensive than one-to-three. As a result, any record with a less intensive ratio will not be adjusted.

The *% of Time in the Home/Community* field provides the percentage of service hours delivered in the home or a community setting. The balance of hours is assumed to be provided in a clinic environment. It is assumed this percentage is the same across all staff qualifications.

The next several columns report the percentage of service hours reported by staff meeting the listed qualifications. The weighted average benchmark rate was determined by matching the following qualification groupings against the noted rate model. If more than one rate is available for a given qualification grouping, generally the rate model with the highest rate is utilized to determine the benchmark rate.

- *Therapists/ Audiologists/ RNs/ Psychologists* - For the purpose of establishing the benchmark rate, these service hours are crosswalked to the rate models for Infant Development Program, PT/OT/SLP. Note that this choice in rate deviates from the general principal of selecting the highest rate applicable to each grouping of professionals because the majority of service hours associated with this grouping are delivered by therapists.
- *Therapy Assistants/ Dieticians*- For the purpose of establishing the benchmark rate, these service hours are crosswalked to the rate models for Infant Development Program, PT/OT/SLP, Assistant.

- *Behavior Analysts* – For the purpose of establishing the weighted average benchmark rate, these service hours are crosswalked to the rate models for Behavior Analyst. Since the rate study did not establish different models for services in the home/ community and in a clinic, there is no further weighting based on the *% of Time in the Home/Community* field.
- *Assoc. Behavior Analysts/ Behavior Mgmt. Assistants* – For the purpose of establishing the weighted average benchmark rate, these service hours are crosswalked to the rate models for Associate Behavior Analyst. Since the rate study did not establish different models for services in the home/ community and in a clinic, there is no further weighting based on the *% of Time in the Home/Community* field.
- *Behavior Management Consultants* – For the purpose of establishing the weighted average benchmark rate, these service hours are crosswalked to the rate models for Behavior Management Consultant. Since the rate study did not establish different models for services in the home/ community and in a clinic, there is no further weighting based on the *% of Time in the Home/Community* field.
- *Social Workers/ Family Therapists, All Others with Master's Degree and All Others* – These qualification groupings do not have an equivalent rate available from the Vendor Rate Study. As a result, the current rate for the vendor will be used for these qualification groupings when determining the weighted benchmark rate.

***Service Code 605 - Adaptive Skills Trainer***

*Note: These services may be performed by staff with varying qualifications. To support a single billing rate for vendorizations at this time, HMA-Burns collected data on the percentage of service hours provided by staff with defined qualifications. This mix of qualifications, in conjunction with the service setting, is used to determine the weighted average benchmark rate.*

*Staffing Ratio* – This field lists the staff-to-participant ratio, which is used to determine the appropriate benchmark rate model. Note that the rate study does not include any rate models for a staffing ratio less intensive than one-to-three. As a result, any record with a less intensive ratio will not be adjusted.

The *% of Time in the Home/Community* field provides the percentage of service hours delivered in the home or a community setting. The balance of hours is assumed to be provided in a clinic environment. It is assumed this percentage is the same across all staff qualifications.

The next several columns report the percentage of service hours reported by staff meeting the listed qualifications. The weighted average benchmark rate was determined by matching the following qualification groupings against the noted rate model.

- *Therapists/ Audiologists/ RNs/ Psychologists, Social Workers/ Family Therapists, Behavior Analysts, Behavior Management Consultants and All Others with Master's Degree* - For the purpose of establishing the benchmark rate, these service hours are crosswalked to the rate models for Adaptive Skills Training, Licensed Professional.
- *Therapy Assistants/ Dieticians, Assoc. Behavior Analysts/ Behavior Mgmt. Assistants and All Others* - For the purpose of establishing the benchmark rate, these service hours are crosswalked to the rate models for Adaptive Skills Training, Specialist.

### ***Service Code 805 - Infant Development Program***

*Note: These services may be performed by staff with varying qualifications. To support a single billing rate for vendorizations at this time, HMA-Burns collected data on the percentage of service hours provided by staff with defined qualifications. This mix of qualifications, in conjunction with the service setting, is used to determine the weighted average benchmark rate.*

*Staffing Ratio* – This field lists the staff-to-participant ratio, which is used to determine the appropriate benchmark rate model. Note that the rate study does not include any rate models for a staffing ratio less intensive than one-to-three. As a result, any record with a less intensive ratio will not be adjusted.

*The % of Time in the Home/Community* field provides the percentage of service hours delivered in the home or a community setting. The balance of hours is assumed to be provided in a clinic environment. It is assumed this percentage is the same across all staff qualifications.

The next several columns report the percentage of service hours reported by staff meeting the listed qualifications. The weighted average benchmark rate was determined by matching the following qualification groupings against the noted rate model. If more than one rate is available for a given qualification grouping, generally the rate model with the highest rate is utilized to determine the benchmark rate.

- *Early Intervention Specialists* - For the purpose of establishing the benchmark rate, these service hours are crosswalked to the rate models for Infant Development Program - Early Intervention Specialist.
- *Early Intervention Assistants*- For the purpose of establishing the benchmark rate, these service hours are crosswalked to the rate models for Infant Development Program - Early Intervention Assistant.
- *Therapists/ Audiologists/ RNs/ Psychologists* - For the purpose of establishing the benchmark rate, these service hours are crosswalked to the rate models for Infant Development Program, PT/OT/SLP. Note that this choice in rate deviates from the general principal of selecting the highest rate applicable to each grouping of professionals because the majority of service hours associated with this grouping are delivered by therapists.
- *Therapy Assistants/ Dieticians*- For the purpose of establishing the benchmark rate, these service hours are crosswalked to the rate models for Infant Development Program, PT/OT/SLP Assistant.
- *Social Workers/ Family Therapists* - For the purpose of establishing the benchmark rate, these service hours are crosswalked to the rate models for Infant Development Program, Social Worker.
- *Behavior Analysts* – For the purpose of establishing the weighted average benchmark rate, these service hours are crosswalked to the rate models for Behavior Analyst. Since the rate study did not establish different models for services in the home/ community and in a clinic, there is no further weighting based on the *% of Time in the Home/Community* field.
- *Assoc. Behavior Analysts/ Behavior Mgmt. Assistants* – For the purpose of establishing the weighted average benchmark rate, these service hours are crosswalked to the rate models for Associate Behavior Analyst. Since the rate study did not establish different models for services in the home/ community and in a clinic, there is no further weighting based on the *% of Time in the Home/Community* field.

- *Behavior Management Consultants* – For the purpose of establishing the weighted average benchmark rate, these service hours are crosswalked to the rate models for Behavior Management Consultant. Since the rate study did not establish different models for services in the home/ community and in a clinic, there is no further weighting based on the *% of Time in the Home/Community* field.
- *All Others* – The rate study recommended minimum qualifications for staff providing infant development program services. In particular, it was recommended that staff at a minimum meet the qualifications for an early intervention assistant. However, this requirement will not be implemented on April 1 so these service hours are crosswalked to the rate models for Infant Development Program - Early Intervention Assistant.

### ***Service Code 860 - Homemaker Services***

*Staffing Ratio* – This field lists the staff-to-participant ratio, which is used to determine the appropriate benchmark rate model. Note that the rate study does not include any rate models for a staffing ratio less intensive than one-to-three. As a result, any record with a less intensive ratio will not be adjusted.

### ***Service Code 862 - In-Home Respite Services***

*Staffing Ratio* – This field lists the staff-to-participant ratio, which is used to determine the appropriate benchmark rate model. Note that the rate study does not include any rate models for a staffing ratio less intensive than one-to-three. As a result, any record with a less intensive ratio will not be adjusted.

*% of Hours Provided Using EOR Service Delivery Model* – This field provides the percentage of service hours performed through the use of an employer of record model. Since the rate study includes different rate models for services provided through EOR and agency models, the benchmark rate will reflect a weighted average based on the percentages reported in the *% of Hours Provided Using EOR Service Delivery Model* and the *% of Hours Provided Using Agency Service Delivery Model* fields.

*% of Hours Provided Using Agency Service Delivery Model* – This field provides the percentage of service hours performed through the use of an agency service model. Since the rate study includes different rate models for services provided through EOR and agency models, the benchmark rate will reflect a weighted average based on the percentages reported in the *% of Hours Provided Using EOR Service Delivery Model* and the *% of Hours Provided Using Agency Service Delivery Model* fields.

*Group Prorated* – This field indicates whether the rate reflects a cumulative rate for multiple individuals (for example, a \$30 total rate for services shared by two individuals with the intent that billing is prorated so that the effective rate is \$15 per person). If indicated as “Yes”, the *Effective 3/31/22 Rate* field is adjusted by dividing the rate by the reported group size in the *Staffing Ratio* field. This rate is then compared to the applicable benchmark rate model for the reported group size. After calculating the appropriate rate increase, the rate is converted back to the cumulative value in *4/1/22 Rate* field to reflect current billing practices.

### ***Service Code 864 - In-Home Respite Worker***

*Staffing Ratio* – This field lists the staff-to-participant ratio, which is used to determine the appropriate benchmark rate model. Note that the rate study does not include any rate models for a staffing ratio less intensive than one-to-three. As a result, any record with a less intensive ratio will not be adjusted.

***Service Code 875 - Transportation Company***

***Service Code 880 - Transportation-Additional Component***

*Note: With the varied number of unit types used for the billing of these services, the process to establish the equivalent baseline trip rate depends on the current unit type. Regional Centers were instructed to provide the following information:*

- *For services that are billed based on 15-minute, hourly, or mileage rates, report the average number of units per trip.*
- *For services that are not billed based on trip, 15-minute, hourly, or mileage rates, report the average number of trips per unit.*

*Transportation Assistant Only* – This field denotes whether the billings for the vendor represent the use of a Transportation Assistant, rather than the actual Transportation service. If indicated as “Yes”, the rate models for Transportation Assistant are used to determine the benchmark rate.

To determine the applicable units for the benchmark rate, one of the two following columns was utilized for the comparison to the vendor rate. Note that a non-zero entry was only accepted for one (1) of the two available fields.

- *Average Units per Trip* – When a non-zero entry is available, this column was utilized to determine the conversion factor between the unit billed by the vendor and the Vendor Rate Study unit (trip).
- *Average Trips per Unit* – When a non-zero entry is available, this column was utilized to determine the conversion factor between the unit billed by the vendor and the Vendor Rate Study unit (trip).

*% of Trips for Non-Ambulatory Service* – This field reports the percentage of services provided to individuals who are non-ambulatory (e.g., individuals that required a wheelchair). Since the rate study includes different rate models for non-ambulatory and ambulatory services, the benchmark rate will reflect a weighted average based on the percentages reported in the *% of Trips for Non-Ambulatory Service* and the *% of Trips for Ambulatory Service* fields.

*% of Trips for Ambulatory Service* – This field reports the percentage of services provided to individuals who can ambulate (e.g., individuals that are able to walk independently). Since the rate study includes different rate models for non-ambulatory and ambulatory services, the benchmark rate will reflect a weighted average based on the percentages reported in the *% of Trips for Non-Ambulatory Service* and the *% of Trips for Ambulatory Service* fields.

***Service Code 882 - Transportation-Assistant***

*Note: The rate calculation form for this service code does not include any fields that are not described in the introductory portion of this document.*

***Service Code 883 - Transportation-Broker***

*Average Trips per Unit* – This field reports the average number of trips per unit to establish a current effective trip rate for comparison to the benchmark rate models (which are based on per-trip rates).

*% of Trips for Non-Ambulatory Service* – This field reports the percentage of services provided to individuals who are non-ambulatory (e.g., individuals that required a wheelchair). Since the rate study includes different rate models for non-ambulatory and ambulatory services, the benchmark rate will reflect a weighted average based on the percentages reported in the *% of Trips for Non-Ambulatory Service* and the *% of Trips for Ambulatory Service* fields.

*% of Trips for Ambulatory Service* – This field reports the percentage of services provided to individuals who can ambulate (e.g., individuals that are able to walk independently). Since the rate study includes different rate models for non-ambulatory and ambulatory services, the benchmark rate will reflect a weighted average based on the percentages reported in the *% of Trips for Non-Ambulatory Service* and the *% of Trips for Ambulatory Service* fields.

***Service Code 894 - Supported Living Service Vendor Administration***

***Service Code 896 - Supported Living Services***

*Note: All billings under service code 894 are allocated to all subcodes for service code 896 for the same vendor that are not defined as unbundled activities.*

*Staffing Ratio* – This field lists the staff-to-participant ratio. Note that the rate study does not include any rate models for a staffing ratio less intensive than one-to-three. As a result, any record with a less intensive ratio will not be adjusted.

*Staff Qualification* – This field reports the type of staff providing services, which is used to determine the appropriate benchmark rate model.

- ‘Direct support professional’, ‘CNA/ HHA’ and ‘Other’ – These staff qualifications are crosswalked to the rate model for Supported Living Service.
- ‘Behavior technician/ psychiatric technician’ – This staff qualification is crosswalked to the rate model for Behavior Technician - Paraprofessional.
- ‘Behavior analyst’ – This staff qualification is crosswalked to the rate model for Behavior Analyst.
- ‘Behavior management consultant’ – This staff qualification is crosswalked to the rate model for Behavior Management Consultant.
- ‘Behavior management assistant/Associate behavior analyst’ – This staff qualification is crosswalked to the rate model for Behavior Management Assistant.
- ‘Therapist (OT/ PT/ SLP)’ – This staff qualification is crosswalked to the rate model for Specialized Therapeutic Service, Professional, in the home/ community-based setting.
- ‘Therapy assistant’ – This staff qualification is crosswalked to the rate model for Specialized Therapeutic Service, Assistant, in the home/ community-based setting.

*Parent Coordinated* – This field indicates whether the vendor provides a parent coordinated service model. If indicated as “Yes”, the rate models for Parent Coordinated Supported Living (073) are used to determine the benchmark rate.

## SERVICE CODE SPECIFIC RATE CALCULATION FIELDS – BATCH 4

### *Service Code 113 - DSS Licensed-Spec Residential Facility*

*Note: The rate study recommended “customizable” rate models for ARFPSHNs and SRFs with staffing levels that exceed the assumption in the highest Community Care Facility level. The rate models allow certain values to be customized based on home operations (for example, the number of direct care staff hours and consultant hours) while standardizing some cost assumptions as with all other rate models (for example, the costs per hour for direct care staff and consultants are fixed). For the purposes of April 1, 2022 rate increases, room and board costs are intended to be held constant.*

*ARFPSHN* – This field indicates whether the home is licensed as an Adult Residential Facility for Persons with Special Health Care Needs (ARFPSHN). If “Yes” is reported, the customizable rate model for ARFPHNs is used. If “No” is reported, the home is treated as Special Residential Facility (SRF) with direct care staff compared to the assumptions in the six levels in the rate models for Community Care Facilities; if the hours exceed the assumptions for level six homes, the customizable level 7 model is used.

*Room and Board Included in Rate* – This field indicates whether the cost of room and board is included in the base rate. **This is a new field that Regional Centers must complete in order for any rate increase to be calculated accurately. To help ensure that this field is completed, any record for which the Regional Center has previously indicated that a rate increase should be calculated has been cleared (that is, “Yes” values in the *Calculate Rate Increase* field have been deleted). Once this field and the next are completed the Regional Center should restore the “Yes” response so that a rate increase is calculated.**

*Room and Board Amount* – If room and board is included in the rate (based on a “Yes” response in the *Room and Board Included in Rate* field), this field reports the room and board amount included in the rate. **This is a new field that Regional Centers must complete (if applicable) in order for any rate increase to be calculated accurately. To help ensure that this field is completed, any record for which the Regional Center has previously indicated that a rate increase should be calculated has been cleared (that is, “Yes” values in the *Calculate Rate Increase* field have been deleted).**

*Vendored Home Capacity* – This field reports the number of residents for which the home is vendored.

*Number of RN Hours per Week* – This field reports the typical number of RN hours provided within the home on a weekly basis as determined by agreement between the vendor and the Regional Center.

*Number of LVN Hours per Week* – This field reports the typical number of LVN hours provided within the home on a weekly basis as determined by agreement between the vendor and the Regional Center.

*Number of CNA Hours per Week* – This field reports the typical number of CNA hours provided within the home on a weekly basis as determined by agreement between the vendor and the Regional Center.

*Number of Other Direct Care Staff Hours per Week* – This field reports the typical number of other direct care staff hours provided within the home on a weekly basis as determined by agreement between the vendor and the Regional Center.

*Home Administrator Qualifications* – For ARFPSHNs, this field indicates whether the home administrator is a registered nurse.

*Home Administrator Shared by Multiple Facilities* – For ARFPSHNs, this field indicates whether the home administrator is shared by multiple homes.

*Number of Annual Consultant Hours Provided to Home Residents* – This field reports the total number of consultant hours provided to home residents on an annual basis. For the purposes of the rate calculations, “consultants” must meet the requirements of 17 CCR § 56040 (e.g., behavior analysts; occupational, physical, or speech therapists; dieticians; etc.). The field should not include any hours provided and reimbursed under a separate service code.

*Annual Rent/Mortgage Cost* – The field reports the total annual mortgage (principal and interest) or rental expense for the home. This field is not used when calculating the benchmark rates.

*Annual Property Taxes* – This field reports the total annual property tax expense for the home. This field is not used when calculating the benchmark rates.

*SRF Rate Level* – This field assigns a level to SRF homes by comparing the reported weekly home staff hours to the assumed line staff hours in the Community Care Facility rate models.

- Less than 4 bed Homes
  - Level 2 – If reported weekly staff hours are between 0 and 168
  - Level 3 – If reported weekly staff hours are between 169 and 180
  - Level 4 – If reported weekly staff hours are between 181 and 220
  - Level 5 – If reported weekly staff hours are between 221 and 260
  - Level 6 – If reported weekly staff hours are between 261 and 300
  - Level 7 – If reported weekly staff hours are over 300
- 5 or 6 bed Homes
  - Level 2 – If reported weekly staff hours are between 0 and 168
  - Level 3 – If reported weekly staff hours are between 169 and 220
  - Level 4 – If reported weekly staff hours are between 221 and 280
  - Level 5 – If reported weekly staff hours are between 281 and 340
  - Level 6 – If reported weekly staff hours are between 341 and 400
  - Level 7 – If reported weekly staff hours are over 400

*SRF Level 2-6 Monthly Rate* – This field reports the monthly benchmark CCF rate without SSI for SRF homes with an assigned level of 2 through 6.

*SRF Level 7 - Weekly Line Staff Cost per Participant* – This field calculates the weekly line staff cost per resident based on rate model assumptions and reported staff hours. Consistent with the design of the customized rate model, the per-hour cost for line staff assumed in the rate models is multiplied by the reported weekly total staff hours for the home and then divided by 4 for homes with 4 or fewer residents and 5.5 for homes with 5-6 residents to determine a per-person amount. The total weekly staff hours are offset by 56 hours to account for lead staff. If the reported weekly total staff hours are less than 56, then the line staff cost is assumed to be zero. No offset for administrator hours is applied.

*SRF Level 7 - Weekly Lead Staff Cost per Participant* – This field calculates the weekly lead staff cost per resident by multiplying the per hour cost for lead staff assumed in the rate models by the lesser of 56 hours or the reported weekly total staff hours. The result is divided by 4 for homes with 4 or fewer residents and 5.5 for homes with 5-6 residents to determine a per-person amount.

*SRF Level 7 - Weekly Administrator Cost per Participant* – This field calculates the weekly administrator cost per resident based on the standardized assumption in the rate models.

*SRF Level 7 - Weekly Consultant Cost per Participant* – This field calculates the weekly consultant cost per resident by multiplying the per hour cost for consultants assumed in the rate models by the reported annual consultant hours converted to weekly hours. The result is divided by 4 for homes with 4 or fewer residents and 5.5 for homes with 5-6 residents to determine a per-person amount.

*SRF Level 7 - Weekly Mileage Cost per Participant* – This field calculates the weekly mileage cost per resident based on standardized mileage assumptions in the rate models and the reported home capacity.

*SRF Level 7 - Weekly Staff Meals Cost per Participant* – This field calculates the weekly staff meals cost per resident based on cost per meal assumptions in the rate models, the level of staffing reported for the home, and the reported home capacity.

*SRF Level 7 - Weekly Prog Ops Cost per Participant* – This field calculates the weekly program operations cost per resident based on the standardized assumption in the rate models.

*SRF Level 7 - Weekly Admin Cost per Participant* – This field calculates the weekly administration cost per resident based on the standardized assumption in the rate models.

*SRF Level 7 - Total Monthly Cost per Participant* – This field sums all cost components for Level 7 SRFs and calculates a monthly rate by dividing the weekly total by 7, multiplying by 365.25, and dividing by 12. This field is used as the benchmark rate for Level 7 SRF homes.

*ARFPSHN - Weekly Line Staff Cost per Participant* – This field calculates the weekly line staff cost per resident based on rate model assumptions and reported staff hours. The per-hour cost for line staff assumed in the rate models is multiplied by the sum of reported weekly CNA and other direct care staff hours for the home and then divided by the reported home capacity to determine a per-person amount. No offset for administrator hours is applied.

*ARFPSHN - Weekly LVN Staff Cost per Participant* – This field calculates the weekly LVN cost per resident by multiplying the hourly LVN cost assumed in the rate models by the reported weekly LVN hours. The result is divided by the reported home capacity to determine a per-person amount.

*ARFPSHN - Weekly RN Staff Cost per Participant* – This field calculates the weekly RN cost per resident by multiplying the hourly RN cost assumed in the rate models by the reported weekly RN hours. The result is divided by the reported home capacity to determine a per-person amount.

*ARFPSHN - Weekly Administrator Cost per Participant* – This field calculates the weekly administrator cost per resident based on the reported administrator qualification and the standardized assumptions in the rate models. The result is divided by the reported home capacity to determine a per-person amount and by 2 if the administrator is shared by multiple homes.

*ARFPSHN - Weekly Consultant Cost per Participant* – This field calculates the weekly consultant cost per resident by multiplying the per hour cost for consultants assumed in the rate models by the reported annual consultant hours converted to weekly hours. The result is divided by the reported home capacity to determine a per-person amount.

*ARFPSHN - Weekly Mileage Cost per Participant* – This field calculates the weekly mileage cost per resident based on standardized mileage assumptions in the rate models.

*ARFPSHN - Weekly Staff Meals Cost per Participant* – This field calculates the weekly staff meals cost per resident based on cost per meal assumptions in the rate models, the level of staffing reported for the home, and the reported home capacity.

*ARFPSHN - Weekly Prog Ops Cost per Participant* – This field calculates the weekly program operations cost per resident based on the standardized assumption in the rate models.

*ARFPSHN - Weekly Admin Cost per Participant* – This field calculates the weekly administration cost per resident based on the standardized assumption in the rate models.

*ARFPSHN - Total Monthly Cost per Participant* – This field sums all cost components for ARFPSHNs and calculates a monthly rate by dividing the weekly total by 7, multiplying by 365.25, and dividing by 12. This field is used as the benchmark rate for ARFPSHN homes.

### ***Service Code 048 - Client/ Parent Support Intervention Training***

*Note: This service may be performed by staff with varying qualifications. To support a single billing rate for vendorizations at this time, HMA-Burns collected data on the percentage of service hours provided by staff with defined qualifications. This mix of qualifications is used to determine the weighted average benchmark rate.*

*Staffing Ratio* – This field lists the staff-to-participant ratio, which is used to determine the appropriate benchmark rate model. Note that the rate study does not include any rate models for a staffing ratio less intensive than one-to-three. As a result, any record with a less intensive ratio will not be adjusted.

The next several columns report the percentage of service hours reported by staff meeting the listed qualifications. The weighted average benchmark rate was determined by matching the following qualification groupings against the noted rate model.

- *Behavior Analysts* – For the purpose of establishing the weighted average benchmark rate, these service hours are crosswalked to the rate models for Behavior Analyst.
- *Assoc. Behavior Analysts/ Behavior Mgmt. Assistants* – For the purpose of establishing the weighted average benchmark rate, these service hours are crosswalked to the rate models for Associate Behavior Analyst.
- *Behavior Management Consultants* – For the purpose of establishing the weighted average benchmark rate, these service hours are crosswalked to the rate models for Behavior Management Consultant.
- *Behavior Technician-Paraprofessionals* – For the purpose of establishing the weighted average benchmark rate, these service hours are crosswalked to the rate models for Behavior Technician-Paraprofessional.

- *All Others* – These qualification groupings do not have an equivalent rate available from the Vendor Rate Study. As a result, the current rate for the vendor will be used for these qualification groupings when determining the weighted benchmark rate.

***Service Code 420 - Voucher Respite***

***Service Code 465 – Participant-Directed Respite Services***

*Staffing Ratio* – This field lists the staff-to-participant ratio, which is used to determine the appropriate benchmark rate model. Note that the rate study does not include any rate models for a staffing ratio less intensive than one-to-three. As a result, any record with a less intensive ratio will not be adjusted.

***Service Code 475 – Participant-Directed Community-Based Training Services***

*Staffing Ratio* – This field lists the staff-to-participant ratio, which is used to determine the appropriate benchmark rate model. Note that the rate study does not include any rate models for a staffing ratio less intensive than one-to-three. As a result, any record with a less intensive ratio will not be adjusted.

***Service Code 612 – Behavior Analyst***

***Service Code 613 – Associate Behavior Analyst***

***Service Code 615 – Behavior Management Assistant***

***Service Code 616 – Behavior Technician-Paraprofessional***

***Service Code 620 – Behavior Management Consultant***

*Note: These services may be performed by staff with varying qualifications. To support a single billing rate for vendorizations at this time, HMA-Burns collected data on the percentage of service hours provided by staff with defined qualifications. This mix of qualifications is used to determine the weighted average benchmark rate.*

*Staffing Ratio* – This field lists the staff-to-participant ratio, which is used to determine the appropriate benchmark rate model. Note that the rate study does not include any rate models for a staffing ratio less intensive than one-to-three. As a result, any record with a less intensive ratio will not be adjusted.

The next several columns report the percentage of service hours reported by staff meeting the listed qualifications. The weighted average benchmark rate was determined by matching the following qualification groupings against the noted rate model.

- *Behavior Analysts* – For the purpose of establishing the weighted average benchmark rate, these service hours are crosswalked to the rate models for Behavior Analyst.
- *Assoc. Behavior Analysts/ Behavior Mgmt. Assistants* – For the purpose of establishing the weighted average benchmark rate, these service hours are crosswalked to the rate models for Associate Behavior Analyst.
- *Behavior Management Consultants* – For the purpose of establishing the weighted average benchmark rate, these service hours are crosswalked to the rate models for Behavior Management Consultant.

- *Behavior Technician-Paraprofessionals* – For the purpose of establishing the weighted average benchmark rate, these service hours are crosswalked to the rate models for Behavior Technician-Paraprofessional.
- *All Others* – These qualification groupings do not have an equivalent rate available from the Vendor Rate Study. As a result, the current rate for the vendor will be used for these qualification groupings when determining the weighted benchmark rate.

### ***Service Code 635 – Independent Living Specialists***

*Staffing Ratio* – This field lists the staff-to-participant ratio, which is used to determine the appropriate benchmark rate model. Note that the rate study does not include any rate models for a staffing ratio less intensive than one-to-three. As a result, any record with a less intensive ratio will not be adjusted.

### ***Service Code 904 - Family Home Agency***

*Monthly Payment to Family Home Provider* – This field reports the monthly payment to the family home provider.

*Monthly Direct Staff Hours* – This field reports the typical number of monthly direct care staff hours provided by the agency to support the family home provider.

*Number of Annual Consultant Hours Provided to Home Residents* – This field reports the total annual number of consultant hours provided to home residents. For the purposes of the rate calculations, “consultants” must meet the requirements of 17 CCR § 56040 (e.g., behavior analysts; occupational, physical, or speech therapists; dieticians; etc.). The reported total should not include any hours provided and reimbursed under a separate service code.

*Rate Model Comparable Cumulative Cost* – This field sums of the value of three categories of support provided by family home agencies: the monthly payment to the home provider, the monthly direct care staff hours provided by the agency to support the home provider, and the average monthly consultant hours provided by the agency. The direct care staff hours and consultant hours are priced according to the cost assumptions in the rate models).

*Assumed Rate Level* – This field assigns a rate level by comparing the *Rate Model Comparable Cumulative Cost* field to the combined value of the same three categories assumed in each of the six levels in the FHA rate models. The *Rate Model Comparable Cumulative Cost* field is rounded up to the nearest rate model level.

**APPENDIX 1: ASSIGNMENT OF SERVICE CODES AS PREDOMINATELY WITHIN REGIONAL CENTER CATCHMENT AREA**

***Assumed to be provided primarily within the vendoring Regional Center's catchment area (uses the "Vendoring RC Rate" benchmarks rates)***

- 055 - Community Integration Training Program
- 063 - Community Activities Support Services
- 094 - Creative Art Program
- 109 - Program Support Group-Residential
- 110 - Program Support Group-Day Service
- 113 - DSS Licensed-Specialized Residential Facility--Habilitation
- 505 - Activity Center
- 510 - Adult Development Center
- 515 - Behavior Management Program
- 525 - Social Recreation Program
- 899 - CCH Transition
- 900 - Enhanced Behavioral Supports Home Facility Component
- 901 - Enhanced Behavioral Supports Home
- 902 - Community Crisis Home Facility Component
- 903 - Community Crisis Home
- 904 - Family Home Agency
- 905 - Residential Facility Serving Adults-Owner Operated
- 910 - Residential Facility Serving Children - Owner Operated
- 915 - Residential Facility Serving Adults - Staff Operated
- 920 - Residential Facility Serving Children-Staff Operated
- 954 - Rehab Work Activity Program

***Assumed not to be provided primarily within the vendoring Regional Center's catchment area  
(uses the "Using RC Rate" benchmarks rates)***

- 025 - Tutor Services – Group
- 048 - Client/Parent Support Behavior Intervention Training
- 062 - Personal Assistance
- 073 - Parent Coordinator Supported Living Program
- 091 - In-Home/Mobile Day Program
- 093 - Parent-Coordinated Personal Assist Service
- 108 - Parenting Support Services
- 111 - Program Support Group-Other Services
- 115 - Specialized Therapeutic Services – Consumers 3 to 20
- 116 - Early Start Specialized Therapeutic Services
- 117 - Specialized Therapeutic Services – Consumers 21 and Older
- 420 - Voucher Respite
- 465 - Participant-Directed Respite Services
- 475 - Participant-Directed Community-Based Training Services/ Adults
- 520 - Independent Living Program
- 605 - Adaptive Skills Trainer
- 612 - Behavior Analyst
- 613 - Associate Behavior Analyst
- 615 - Behavior Management Assistant
- 616 - Behavior Technician - Paraprofessional
- 620 - Behavior Management Consultant
- 635 - Independent Living Specialist
- 645 - Mobility Training Services Agency
- 650 - Mobility Training Service Specialist
- 680 - Tutor
- 805 - Infant Development Program
- 860 - Homemaker Services
- 862 - In-Home Respite Services Agency
- 864 - In-Home Respite Worker
- 875 - Transportation Company
- 880 - Transportation-Additional Component
- 882 - Transportation-Assistant
- 883 - Transportation Broker
- 896 - Supported Living Services (w/ 894 – Supported Living Service Vendor Administration)
- 950 - Supported Employment-Group
- 952 - Supported Employment-Individual