



DIVISION OF DISABILITY AND ELDER SERVICES

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## MEMORANDUM

**DATE:** April 4, 2007

**TO:** CMO Directors

**FROM:** Charles Jones  
Managed LTC Program Manager

**SUBJECT:** Contract Interpretation Bulletin Attached

Attached you will find a contract interpretation bulletin intended to allow more flexibility in the scheduling of individual service plan and member-centered plan reviews and updates. This flexibility is needed because there are members who want their reviews and updates consistently scheduled during the same months of the year. When CMOs follow a 180 day cycle, as the contract currently requires, member reviews can move from one month into the next over a period of time.

Please read and maintain this bulletin with your 2007 Family Care contract. An amendment to the Family Care waivers has been submitted, and although not yet officially approved, CMS has assured us that the change can be implemented immediately. The 2008 Health and Community Supports contract will reflect the requirement to do updates and reviews of the ISP/MCP at six months, as opposed to the current 180 days.

If you have questions, you may contact Patricia McCollum at [mccolpa@dhfs.state.wi.us](mailto:mccolpa@dhfs.state.wi.us).

# **HEALTH AND COMMUNITY SUPPORTS CONTRACT CONTRACT INTERPRETATION BULLETIN**

## **For CY 2007 Contract**

CIB #2007-1 – Individual Service and Member-Centered Plan Updates  
Final Issue: March 28, 2007

### CONTRACT SECTION AFFECTED

Article III. B. (10)

### STATEMENT OF POLICY REGARDING UPDATES TO INDIVIDUAL SERVICE AND MEMBER-CENTERED PLANS

Currently the Health and Community Supports Contract requires the member and their interdisciplinary team to review and update the ISP/MCP periodically as the member's preferences, situation and condition change, but not less than every one-hundred eighty (180) days.

### PURPOSE OF BULLETIN

This bulletin amends the contract language above to require the member and their interdisciplinary team to review and update the ISP/MCP periodically as the member's preferences, situation and condition change. A review and update shall occur no later than the end of the sixth month after the month in which the previous review and update occurred.