

Licking County Board of Developmental Disabilities

Administrative Policy Manual

Policy: Title XX Eligibility and Reimbursement

**Board Approved: 11/01
Revised: 12/02, 5/03, 6/05, 2/08,
6/11, 10/13
Reviewed: 1/11, 2/17**

Section: 2.5

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Policy

The Licking County Board of Developmental Disabilities, hereinafter referred to as the Board, shall participate to the extent possible in the Title XX reimbursement program to maximize available revenue. Authority for participating in this program is located in Section 5126.05 of the Ohio Revised Code and 5101:2-25 of the Ohio Administrative Code. The Title XX reimbursement program will be used to pay for services and supports to eligible individuals with developmental disabilities regardless of income source.

Under the Title XX reimbursement program, the Board shall provide or arrange for;

Special Services for Persons with Developmental Disabilities: Early Intervention

<u>Service Code</u>	<u>Standard Unit</u>	<u>Description</u>
702.01	Hour	Provision of one hour of services or activities that are aligned with the requirements of Part C of IDEA (Early Intervention). These services will be designed to meet the developmental needs of an infant or toddler with a disability through supports to parents and other primary caregivers within the context of family and child strengths and interests, daily routines and activities, and natural environments.

These services will be provided without regard to income for infants and toddlers that meet the eligibility criteria for County Board of Developmental Disabilities services as required in Section 5123:2-1-02 of the Ohio Administrative Code. The Children’s Ohio Eligibility determination Instrument (COEDI) or other instrument(s) approved by the Department of Developmental Disabilities, will be used to assess eligibility for Board services.

Guidelines

1. Services will be billed to the Ohio Department of Developmental Disabilities quarterly.
2. The Board is the designated provider of the services for which Title XX reimbursement is sought. These services are included in the Individual Service Plan (ISP) or Individualized Family Service Plan (IFSP) for those children for whom the Board intends to receive Title XX reimbursement.

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3. The Board shall adhere to the reporting, billing and documentation criteria as outlined in the Title XX Contract, its assurances and attachments.
 4. When the Board contracts for the provision of any Title XX services, the contracts for these services will include appropriate reporting, billing and documentation requirements and related assurances as required by the Board's Title XX contract with the Ohio Department of Developmental Disabilities.
 5. Records that support claims for Title XX reimbursement shall be made available for any partial or full review within a reasonable time following request from the auditing or reviewing authority.
 6. The most recent Individual Service Plan (ISP) or Individualized Family Service Plan (IFSP) that substantiates the provision of Title XX services will be maintained in the child's case record. The need for the provision of Title XX reimbursable services will be reviewed annually by the service planning team, which includes parents, caregivers, guardians, and the provider of services.
 7. Board staff shall develop and write procedures as necessary to insure the Board's compliance with this policy and Section 5101:2-25 of the Ohio Administrative Code.
 8. The Board will complete the Title XX Unit and Cost Estimate Certification at a frequency required by the Ohio Department of Developmental Disabilities. The Unit and Cost Estimate Certification will be kept on file for review by the Ohio Department of Developmental Disabilities when audits of the Title XX reimbursement program occur.