

<b>PROCEDURE TITLE:</b> CHILDREN'S HOME AND COMMUNITY BASED WAIVER (CWP) PRIOR REVIEW AND APPROVAL REQUEST PROCEDURE			
<b>Topic Area:</b> Service Delivery		<b>REVIEW DATES</b>	
<b>Related Policy:</b> 13.2CWP			
<b>Applies to:</b> LRE Staff, Member CMHSPs, LRE Provider Network  <b>Review Cycle:</b> Annually  <b>Developed and Maintained by:</b> LRE CEO or Designee	<b>ISSUED BY:</b> Chief Executive Officer		
	<b>APPROVED BY:</b>		
<b>Supersedes:</b> N/A	<b>Effective Date:</b>	<b>Revised Date:</b>	

## I. PURPOSE

To establish a process for prior review and approval request for beneficiaries of the Children's Home and Community Based Waiver (CWP).

## II. PROCEDURES

Specific services as part of the Children's Home and Community-Based Services Waiver (CWP) program require prior authorization. These services include:

1. Environmental Accessibility Adaptations (EAAs)
2. Fencing
3. Specialized Medical Equipment and Supplies

The CMHSP must complete and submit an original Prior Review and Approval Request (PRAR) form and the following documentation for each prior authorization request:

1. Original current (within 365 days) prescription signed by a physician.
2. Narrative justification of need completed by an appropriate professional.
3. Documentation that the requested item, device, or modification is essential to the implementation of the child's individual plan of services and is of direct medical or remedial benefit to the child.
4. A copy of the habilitation program (i.e., goals, objectives, and methodologies) as related to the request and identified in the individual plan of services (IPOS).
5. Written denial of funding from other sources, including private insurance, Medicaid, or Children's Special Health Care Services (CSHCS) when applicable, charitable or community organizations, and housing grant programs. If the private insurance carrier requires prior authorization to determine coverage, a request for prior authorization must be submitted to the carrier before submitting the PRAR.

6. Three similar bids for requests costing equal to or more than \$1,000; only one bid is required for requests less than \$1,000. If fewer than three bids are obtained for requests costing equal to or more than \$1,000, documentation must describe what efforts were made to secure the bids, and why fewer than three bids were obtained.

The completed PRAR and supporting documentation must be submitted by the CMHSP to Lakeshore Regional Entity (LRE) for review and submission to Michigan Department of Health and Human Services (MDHHS). Decision will be communicated to the CMHSP via the Waiver Support Application (WSA).

### III. APPLICABILITY AND RESPONSIBILITY

This procedure applies to LRE Staff, member CMHSPs, and the LRE Provider Network.

### IV. MONITORING AND REVIEW

This procedure will be reviewed by the LRE CEO or Designee on an annual basis.

### V. DEFINITIONS

CWP: Children's Home and Community-Based Services Waiver Program

WSA: Waiver Supports Application

### VI. RELATED POLICIES AND PROCEDURES

- A. LRE Service Delivery Policies and Procedures

### VII. REFERENCES/LEGAL AUTHORITY

- A. MDHHS Medicaid Specialty Supports and Services Contract
- B. Michigan Medicaid Provider Manual

### VIII. CHANGE LOG

Date of Change	Description of Change	Responsible Party
9.2021	New	LRE CEO or Designee