



# State of Louisiana

Louisiana Department of Health  
Office for Citizens with Developmental Disabilities

## MEMORANDUM

OCDD-P-20-052

**DATE:** October 29, 2020

**TO:** OCDD Personal Care Attendant Provider Agencies

**FROM:** Charles Ayles, OCDD Deputy Assistant Secretary

**SUBJECT:** OCDD Hazard Pay Policy for In-Home HCBS Services for the COVID-19 Pandemic – HCBS Provider Role

This memorandum is to provide guidance on the Office for Citizens with Developmental Disabilities (OCDD) Hazard Pay Policy and Procedures for Direct Service Workers (DSWs) during the declared COVID-19 emergency. The Louisiana Department of Health (LDH) has approved a Hazard Pay rate for DSWs providing **in-home supports to participants in the OCDD Waivers**. DSWs who provide in-home supports to participants who **either test positive for COVID-19 or who have to quarantine due to living with a household member that tested positive for COVID-19** are eligible for this hazard pay rate for a specified period of time with some exceptions.

### **Retroactive Payments:**

Retroactive payments will be allowed for DSWs who worked with a participant(s) who was diagnosed with COVID-19, or lived with someone that was diagnosed with COVID-19, after the pandemic declaration (March 21, 2020) and Appendix K exceptions were approved. Payments will be allowed based on data previously entered into LaSRS, and validation from the Home and Community Based Service (HCBS) provider that the worker is eligible for the premium pay. The HCBS provider should reach out to the Support Coordination Agency (SCA) to verify that the positive COVID-19 test was reported.

### **Process for Current Reporting:**

The HCBS Personal Care Attendant (PCA) provider agency shall report to the Support Coordinator that the participant has tested positive for COVID-19 or is quarantined due to exposure to COVID-19 because a household member has tested positive.

The provider may request hazard pay for a DSW that is working with an individual that is in quarantine due to exposure or has received a positive COVID-19 test by completing the *OCDD Hazard Pay Request Form* (OCDD-PF-20-019) attached to this memo.

The provider is required to verify if the DSW is eligible for hazard pay based on the OCDD Hazard Pay Policy exceptions (see Exceptions section below). Once verified, the provider must sign the request and forward it to the Support Coordinator.

NOTE: Providers who use a third party EVV system must enter the DSW's EVV ID on the request form.

### **Prior Authorization of Hazard Pay Units:**

Upon the receipt of the *Hazard Pay Request Form*, the Support Coordination Agency will submit a hazard pay request via LaSRS per instructions provided in a separate memo.

- The hazard pay request will release hazard pay units for 14 days from the date of the household member's positive test.
- The hazard pay request will release hazard pay units for 40 days from the date of the participant's positive test.
- No more than 40 days of hazard pay will be allowed for a single participant.

Once submitted, Statistical Resources, Inc. will issue a prior authorization for the same number of units initially released for the eligible DSWs during the specified timeframe.

### **Important Points:**

- Providers and Support Coordinators must communicate and have an accurate accounting of dates of exposure and testing, including test results.
- *Quarantined due to Exposure* is defined as living with someone who has received a positive COVID-19 test.
- Information must be in LaSRS.
- Information will be verified by the Support Coordinator.

### **Exceptions:**

- Hazard pay is not available to DSWs working in a home where a household member is isolating **but has not tested positive**.
- The hazard pay is to ensure DSWs who **normally** work with the individual(s) outside of COVID-19 exceptions will continue to work during the period immediately following the positive COVID-19 test result. The individuals listed below are not eligible for hazard pay:
  - **Household members that have become DSWs** under the exception criteria (i.e. live in same household as the individual) **will not be eligible for hazard pay.**

- **Legal guardians including parents of minor children who have become DSWs** under the exception criteria **are not eligible for hazard pay.**

**Payment Criteria:**

- The Provider will be able to bill up to \$.79/per unit for each 15-minute unit the approved DSW worked with the individual during the period after a positive COVID-19 test result was received.
- A minimum of \$.50 per 15-minute unit shall be paid to the DSW. OCDD reserves the right to review and audit all records related to the hazard pay and may assess penalties/recoupment for non-compliance.
- The procedure code to be used is S5125 TU. Statistical Resources, Inc. (SRI) will release the same number of units for S5125 TU as was released for the S5125 services recorded in LaSRS for the time frame and DSWs approved.

The following OCDD waiver services are eligible for hazard pay:

<b>OCDD Waiver</b>	<b>Eligible In-Home Service</b>	<b>Procedure Codes</b>	<b>Modifiers</b>
NOW	Individual and Family Support (IFS) Day, Night, Single and Shared	S5125	U1, UJ, UN, UP
ROW	Community Living Support (CLS) Single and Shared	S5125	None, UN, UP
Children's Choice	Family Support (FS) Single and Shared	S5125	None, UN
Supports Waiver	In-Home Respite	S5125	None

**No units shall be billed by the provider if the DSW will not be paid the hazard pay.**

If you have any questions for OCDD, please contact [OCDD-HCBS@la.gov](mailto:OCDD-HCBS@la.gov).

- c: Medicaid Program Support and Waivers  
Statistical Resources, Inc.  
OCDD Waiver Staff  
Local Governing Entities  
Support Coordination Agencies

Attachments: *OCDD Request for Hazard Pay Form* (OCDD-PF-20-019)