



Date: August 26, 2020
To: HCBS Waiver Providers
From: Kim Jaynes, Vice President, Care Management
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During the current state of emergency, the requirement for holding a face-to-face annual Life Plan meeting has been waived, and can be deferred to the next semi-annual review, or, no later than six (6) months after regulatory relief is lifted. Care Managers are continuing to hold Life Plan meetings according to an individual's pre-established review schedule if/when the individual and/or their representative agree, however, this deferment of the Life Plan meeting has potential to create a superficial gap between Life Plan effective "from-to" date ranges. Despite this, the Life Plan, and all services described within the Life Plan, will remain in effect until a new Life Plan is finalized. If a new Life Plan is not finalized within the expected timeframe, the services do not expire and will remain authorized for that person by the DDRO.

Additional guidance can be found here:

- CCO Overarching Administrative Memorandum – May 9, 2019 (ADM# #2018-06R; https://opwdd.ny.gov/system/files/documents/2020/01/cco-overarching-adm_with-due-process_final-5.7.19_0.pdf)
- Interim Guidance Regarding Care Planning and Related Activities Guidance Under COVID-19 Informational Letter – April 17, 2020; https://opwdd.ny.gov/system/files/documents/2020/04/4.17.2020-opwdd_covid19_careplanningguidance.pdf .