



# COMMONWEALTH of VIRGINIA

S. HUGHES MELTON, MD, MBA  
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COMMISSIONER

DEPARTMENT OF  
BEHAVIORAL HEALTH AND DEVELOPMENTAL SERVICES

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August 28, 2018

The Honorable Thomas K. Norment, Jr., Co-chair  
The Honorable Emmett W. Hanger, Jr., Co-chair  
Senate Finance Committee  
14th Floor, Pocahontas Building,  
900 East Main Street,  
Richmond, VA 23219

Dear Senator Norment and Senator Hanger:

Item 310.V. of the 2018 *Appropriation Act*, required the Commissioner of the Department of Behavioral Health and Developmental Services (DBHDS) to “*report the number of waiver slots, by waiver, that becomes available for reallocation during the year. In addition, the department shall report on the allocation of emergency waiver slots and reserve slots, which shall include how many slots were allocated in the year and for which waiver. The information on reserve slots shall indicate for which waiver the reserve slot was used and the waiver from which the individual moved that was granted the slot. Furthermore, the report shall show the allocations by each Community Services Board from new waiver slots, emergency slots and reserve slots for the year. The department shall submit this report for the prior fiscal year, ending June 30, by September 1 of each year.*”

Please find enclosed the report in accordance with Item 310.V. Staff at the department are available should you wish to discuss this request.

Sincerely,

A handwritten signature in black ink that reads 'S. Hughes Melton' with a small mark at the end.

S. Hughes Melton, MD, MBA

Enc.

Cc: Hon. Daniel Carey., M.D.  
Marvin Figueroa  
Susan Massart  
Mike Tweedy



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August 28, 2018

The Honorable S. Chris Jones, Chair  
House Appropriations Committee  
900 East Main Street  
Pocahontas Building, 13th Floor  
Richmond, Virginia 23219

Dear Delegate Jones:

Item 310.V. of the 2018 *Appropriation Act*, required the Commissioner of the Department of Behavioral Health and Developmental Services (DBHDS) to “*report the number of waiver slots, by waiver, that becomes available for reallocation during the year. In addition, the department shall report on the allocation of emergency waiver slots and reserve slots, which shall include how many slots were allocated in the year and for which waiver. The information on reserve slots shall indicate for which waiver the reserve slot was used and the waiver from which the individual moved that was granted the slot. Furthermore, the report shall show the allocations by each Community Services Board from new waiver slots, emergency slots and reserve slots for the year. The department shall submit this report for the prior fiscal year, ending June 30, by September 1 of each year.*”

Please find enclosed the report in accordance with Item 310.V. Staff at the department are available should you wish to discuss this request.

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Marvin Figueroa  
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# **Fiscal Year 2018 Waiver Allocation Report (Item 310.V. of the 2018 Appropriation Act)**

**September 1, 2018**

*DBHDS Vision: A Life of Possibilities for All Virginians*

# Item 310. V. Waiver Allocation Report

## Preface

Item 310 V. of the 2018 *Appropriation Act* requires the Department of Behavioral Health and Developmental Services (DBHDS) to report on the allocation of Developmental Disability waivers annually. The language reads:

*V. The Department of Behavioral Health and Developmental Services for each fiscal year shall report the number of waiver slots, by waiver, that becomes available for reallocation during the year. In addition, the department shall report on the allocation of emergency waiver slots and reserve slots, which shall include how many slots were allocated in the year and for which waiver. The information on reserve slots shall indicate for which waiver the reserve slot was used and the waiver from which the individual moved that was granted the slot. Furthermore, the report shall show the allocations by each Community Services Board from new waiver slots, emergency slots and reserve slots for the year. The department shall submit this report for the prior fiscal year, ending June 30, by September 1 of each year.*

# **Item 310. V. Waiver Allocation Report**

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# Introduction

This report covers the period of July 1, 2017 to June 30, 2018 and shows the allocation and distribution of waivers by type, region, and community services board (CSB).

## Newly Funded DD Waiver Slot Allocations

DBHDS allocates Developmental Disability (DD) waiver slots to each of the CSBs according to the following rubric:

- When at least 40 new slots are funded by the General Assembly in either the Community Living (CL) or Family and Individual Supports (FIS) waivers, one slot will be allocated by DBHDS to each CSB.
- If there are Building Independence (BI) waiver slots to be allocated, they will be allocated by region. Table One and Table Two detail the distribution of the slots.
- Additional slots, up to the total number of available slots for a given waiver, will be allocated by DBHDS to each CSB for individuals living within that CSB’s catchment area based upon the following factors and criteria for each CSB based upon:
  1. the population within the specific CSB catchment area;
  2. the percentage of Medicaid eligible individuals in the catchment area, and;
  3. the percentage of individuals on the “Priority One” portion of the statewide waiting list.

**Table 1:** FY 2018 Allocation of Building Independence Waiver Slots by Developmental Service Region

<b>Developmental Service Region</b>	<b>FY 2018 BI slots</b>
Central	11
Eastern	13
Northern	22
Southwestern	8
Western	6
<b>Total</b>	<b>60</b>

**Table 2: FY18 Allocation of Community Living and Family & Individual Supports Waiver Slots by CSB**

<b>Community Services Board</b>	<b>FY 2018 CL slots</b>	<b>FY 2018 FIS slots</b>
Alexandria Community Services Board	0	5
Alleghany Highlands Community Services Board	1	1
Arlington County Community Services Board	1	7
Blue Ridge Behavioral Healthcare	2	10
Chesapeake Integrated Behavioral Healthcare	1	9
Chesterfield Community Services Board	3	17
Colonial Behavioral Health	1	7
Crossroads Community Services Board	0	4
Cumberland Mountain Community Services Board	1	4
Danville-Pittsylvania Community Services	1	6
Dickenson County Behavioral Health Services	1	1
District 19 Community Services Board	1	6
Eastern Shore Community Services Board	1	2
Fairfax-Falls Church Community Services Board	8	49
Goochland-Powhatan Community Services	1	2
Hampton-Newport News Community Services Board	2	13
Hanover County Community Services Board	1	5
Harrisonburg-Rockingham Community Services Board	1	6
Henrico Area Mental Health and Developmental Services	3	15
Highlands Community Services	1	3
Horizon Behavioral Health	2	10
Loudoun County MH, SA and Developmental Services	3	16
Middle Peninsula-Northern Neck Community Services	1	5
Mount Rogers Community Services Board	1	5
New River Valley Community Services	2	8
Norfolk Community Services Board	2	11
Northwestern Community Services	2	9
Piedmont Community Services	1	5
Planning District One Behavioral Health Services	1	3
Portsmouth Department of Behavioral Healthcare	1	4
Prince William County Community Services Board	4	20
Rappahannock Area Community Services Board	3	18
Rappahannock-Rapidan Community Services Board	1	7
Region Ten Community Services Board	2	10
Richmond Behavioral Health Authority	2	10
Rockbridge Area Community Services	1	1
Southside Community Services Board	1	3
Valley Community Services Board	1	5
Virginia Beach Community Services Board	3	16
Western Tidewater Community Services Board	1	6
<b>Total</b>	<b>66</b>	<b>344</b>

## Reassigned Slots

When a person leaves his DD waiver slot due to death, relocation out of state, loss of eligibility or declination of further waiver services, that slot becomes available for reassignment by the local Waiver Slot Assignment Committee to another person in that CSB's jurisdiction. Table Three below breaks out the turnover by waiver.

**Table 3:** Number of Existing Slots by Waiver Reassigned in FY 2018

Waiver	Number of Slots Reassigned (Turn Over)
Building Independence (BI)	44
Family & Individual Supports (FIS)	112
Community Living (CL)	440
<b>TOTAL</b>	<b>596</b>

## Emergency Slots

DBHDS maintains a pool of Community Living waiver slots that may be assigned to individuals deemed in an emergency status according to the following criteria:

1. Child protective services has substantiated abuse/neglect against the primary caregiver and has removed the individual from the home; or for adults where:
  - a) adult protective services has found that the individual needs and accepts protective services, or
  - b) abuse/neglect has not been founded, but corroborating information from other sources (agencies) indicate that there is an inherent risk present and there are no other caregivers available to provide support services to the individual.
2. Death of primary caregiver or lack of alternative caregiver coupled with the individual's inability to care for himself and endangerment to self or others without supports.

Requests for emergency slots are forwarded by the CSB to DBHDS to determine if the individual's situation meets the above criteria. Once the pool of emergency slots reaches a minimum of three slots, the next nonemergency waiver slot that becomes available at the CSB in receipt of an emergency slot shall be reassigned to the emergency slot pool. This reassignment helps ensure emergency slots are available for future emergencies during the fiscal year. Table Four below details the waivers and CSBs to which emergency slots were assigned.



**Table 4:** Emergency Slots Assigned in FY 2018 by CSB

<b>CSB</b>	<b>Community Living Waiver</b>	<b>Family and Individual Support</b>	<b>Total</b>
Fairfax Falls Church	2		2
Hanover County		1	1
Arlington	1		1
Region Ten	1		1
Crossroads	1		1
<b>TOTAL</b>	<b>5</b>	<b>1</b>	<b>6</b>

## Reserve Slots

Reserve slots may be used for transitioning an individual who, due to documented changes in his support needs or a preference for supports found in a waiver with a less comprehensive array of supports, requires or requests a move from the DD waiver in which he is presently enrolled into another DD waiver to access necessary services.

If there are insufficient reserve slots in a given waiver to accommodate the needs of individuals whose needs qualify them to move from their current waiver, the names of those individuals meeting the criteria will be kept on a chronological list until a slot in that waiver is available. There is currently a 29 person chronological list of people waiting to transfer to a Community Living waiver slot. Table Five details the movement of unique individuals between waivers and Table Six details the CSB at which the transfer occurred.

**Table 5:** Total Reserve Slot Transitions in FY18 by Waiver

<b>Waiver</b>	<b>Number</b>
Transition from Building Independence to Family and Individual Supports	18
Transition from Building Independence to Community Living	4
Transition from Family and Individual Supports to Community Living	4
<b>TOTAL</b>	<b>26</b>

**Table 6:** Reserve Slots Assigned in FY 2018 by CSB

<b>CSB</b>	<b>Waiver of Origin</b>	<b>Waiver to which Transferred</b>
Arlington	Building Independence	Family and Individual Supports
Colonial	Building Independence	Community Living
Colonial	Building Independence	Family and Individual Supports
Crossroads	Building Independence	Family and Individual Supports
Danville	Building Independence	Family and Individual Supports
Fairfax-Falls Church	Family and Individual Supports	Community Living
Fairfax-Falls Church	Building Independence	Community Living
Fairfax-Falls Church	Building Independence	Family and Individual Supports
Hampton-Newport News	Building Independence	Family and Individual Supports
Hanover	Building Independence	Family and Individual Supports
Hanover	Building Independence	Family and Individual Supports
Harrisonburg-Rockingham	Building Independence	Family and Individual Supports
Harrisonburg-Rockingham	Building Independence	Family and Individual Supports
Highlands	Building Independence	Community Living
Highlands	Building Independence	Family and Individual Supports
Horizon	Family and Individual Supports	Community Living
New River Valley	Family and Individual Supports	Community Living
Norfolk	Building Independence	Family and Individual Supports
Norfolk	Building Independence	Family and Individual Supports
Northwestern	Building Independence	Family and Individual Supports
Piedmont	Building Independence	Family and Individual Supports
Rappahannock Area	Family and Individual Supports	Community Living
Rappahannock Area	Building Independence	Family and Individual Supports
Rappahannock-Rapidan	Community Living	Family and Individual Supports
Richmond	Building Independence	Community Living
Rockbridge	Building Independence	Family and Individual Supports
Virginia Beach	Building Independence	Family and Individual Supports

## Conclusion

DBHDS continues to work with families of individuals in need of services to ensure they have access to those services most appropriate for their needs. DBHDS also continues to work to make sure that the waivers allocated to serve Virginians with disabilities are being used as effectively as possible.