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March 04, 2024

Statewide Medicaid Managed Care (SMMC) Policy Transmittal: 2024-03

Applicable to the **2018-2024 SMMC contract benefits** for:

- Managed Medical Assistance (MMA) and MMA Specialty
- Long-Term Care (LTC)
- Dental

Re: Update to PT 2023-13: Ad Hoc Request for Implementation of Parental Real-Time Reporting of Failure to Provide Private Duty Nursing (PDN) Services – Requirements

The managed care plan is required to provide the Agency or its agents any other information or data relative to this contract in accordance with 42 CFR 438.604(b). In such instances, and at the direction of the Agency, the managed care plan must fully cooperate with such requests and furnish all data or information in a timely manner, in the format in which it is requested. The managed care plan must have at least thirty (30) days to fulfill such ad hoc requests unless the Agency directs the managed care plan to provide data or information in less than thirty (30) days. The managed care plan must certify that data and information it submits to the Agency is accurate, truthful, and complete in accordance with 42 CFR 438.606. (MMA & LTC: Attachment II, Section XVI.A.1.b.). The purpose of this policy transmittal is to notify the managed care plan of modifications to Attachment A and Attachment B of Policy Transmittal 2023-13, updates to the reporting requirements, and the reporting frequency for each of the updated attachments.

On September 8, 2023, the Agency issued Policy Transmittal 2023-13, entitled, “Ad Hoc Request for Implementation of Parental Real-Time Reporting of Failure to Provide Private Duty Nursing (PDN) Services – Requirements” related to reporting requirements for failure to provide authorized PDN services. After the Eleventh Circuit stayed enforcement of Part III.E. of the Order of Injunction and the monitor’s authority, on February 8, 2024, the Agency issued Policy Transmittal 2024-01, entitled, “Ad Hoc Request – Partially Rescinding PT 2023-13”, removing the requirement that real-time reports be provided to the monitor.

Attachment A, the PDF document titled “Parental Real-Time Reporting of Failure to Provide Private Duty Nursing (PDN) Services” form, has been modified to include new fields to reflect the enrollee’s current, authorized PDN hours and the enrollee’s medical diagnoses, nutritional status, functional status, other services and supports, and durable medical equipment. The form will continue to be completed by the Plan Care Coordinator upon notification by the parent or guardian that a provider failed to provide any authorized PDN hours to an enrollee. The timeframe for submitting Attachment A to the Agency has been changed to two (2) business days after the plan receives notification from the parent/guardian of a child receiving PDN services that a provider failed to provide any authorized PDN hours to an enrollee. A copy of the completed form will continue to be submitted via secure email to the Agency for Health Care Administration at PDNFamilies@ahca.myflorida.com.



Attachment B, the Excel template titled “Parental Real-Time Reporting of Failure to Provide PDN Log” template has been modified to include two (2) new columns to reflect other services and supports being provided to the enrollee and current status and actions taken by the managed care plan to resolve the lapse in PDN coverage reported in the reporting month. The attachment has also been updated to include an instructions tab to improve the standardization across all plans.

The managed care plan will continue to submit the monthly summary log to the Agency within ten (10) calendar days after the end of the reporting month utilizing the Agency’s SMMC_CY18-23 (port 443) secure file transfer protocol (SFTP) site in the AdHoc/MIDDLEBROOKS-Hunt (DOJ)/Monthly Parental Real-Time Reporting PDN Failure Log III(B) subfolder located within the managed care plan’s designated folder path. The managed care plan must use the file naming convention “XXXyyyymmPDNfailureLog”, where “XXX” is the managed care plan’s three-character identifier; “yyyymm” is the four-digit year and two-digit month of the submission.

Effective immediately, the managed care plan must use the updated Attachment A and Attachment B files attached to this policy transmittal. Attachment A shall be used for all reported notifications after the release of the policy transmittal. Attachment B shall be used for the summary log due to the Agency by March 10, 2024, and monthly thereafter.

If you have any questions, please contact your Agency contract manager.

Sincerely,



Austin Noll
Deputy Secretary
Medicaid Policy, Quality, and Operations

AN/jp

Attachment 1: Parental Real-Time Reporting of Failure to Provide PDN Services Care Coordinator Form

Attachment 2: Parental Real-Time Reporting of Failure to Provide PDN Log Plan Reporting Template Official

Attachment 3: Parental Real-Time Reporting of Failure to Provide PDN Log Plan Reporting Template Redline