



RON DESANTIS
GOVERNOR

JASON WEIDA
SECRETARY

January 10, 2025

Statewide Medicaid Managed Care (SMMC) Policy Transmittal: 2025-02

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 2023-24; Ad Hoc Request for Reporting – Monthly Private Duty Nursing (PDN) Reporting

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 a monthly ad hoc reporting requirement for additional information related to PDN services. The Managed Care Plan must use the attached updated template “PDN Child II.B Template – SMMC – UPDATED” to report the requested information for the applicable time period.

An Order of Injunction (Document 1171) entered in *United States v. Florida*, No. 12-60460-CV (S.D. Fla.), was issued July 14, 2023. The injunction directs the State to collect certain categories of data for each PDN Child and to report this information monthly to the court-appointed monitor and the United States. The injunction defines PDN Children as “individuals who live in Florida, have Complex Medical Needs, are under 21 years of age, do not live in Nursing Facilities, and are authorized to receive Private Duty Nursing through Medicaid. A PDN Child who is hospitalized remains, during the period of hospitalization, a PDN Child.”

The Managed Care Plan must submit the completed ad hoc report to the Agency’s secure file transfer protocol (SFTP) site in the SMMC_CY18-23 (port 4443) secure file transfer protocol (SFTP) site in the AdHoc/MIDDLEBROOKS-Hunt (DOJ)/Monthly PDN Child Reporting II(B) subfolder located within the Managed Care Plan’s designated folder path. The Managed Care Plan must use the file naming convention “XXXyyyymmZPDNChild”, where “XXX” is the Managed Care Plan’s three-character identifier, “yyyymm”



Statewide Medicaid Managed Care (SMMC) Policy Transmittal 2025-02
Re: Update to PT 2023-24; Ad Hoc Request for Reporting – Monthly Private Duty Nursing
(PDN) Reporting
January 10, 2025
Page 2 of 2

corresponds to the four-digit year and two-digit month of the reporting month; “Z” is the number of months of runout for the reporting month, and the eight-character identifier for this report: “PDNChild”.

The Managed Care Plans must submit the completed ad hoc report by the fifteenth (15) of each month. Each month’s initial submission shall include three months of claims runout following the reporting month. The “PDN Child II.B Reporting Schedule” in [PT 2023-24](#) is still in effect.

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

Sincerely,

A handwritten signature in blue ink that reads "Brian Meyer".

Brian Meyer
Deputy Secretary for Medicaid

BM/jp
Attachment: PDN Child II.B Template – SMMC – UPDATED