



Provider Instructions

Delayed Egress System Application

Section 9817 of the American Rescue Plan Act of 2021 (ARP) provides qualifying states with a temporary 10 percentage point increase to the federal medical assistance percentage (FMAP) for certain Medicaid expenditures for home and community-based services (HCBS). States must use the federal funds attributable to the increased FMAP to supplement, not supplant, existing state funds expended for Medicaid HCBS in effect as of April 1, 2021, and states must use state funds equivalent to the amount of federal funds attributable to the increased FMAP to implement or supplement the implementation of one or more activities to enhance, expand, or strengthen HCBS under the Medicaid Program.

Funds for delayed egress are intended to allow group homes and adult day training centers (ADTs) to purchase delayed egress systems to minimize potential elopements. The State will only approve use of enhanced funding for delayed egress systems in group homes and ADTs that comport with the HCBS criteria.

This document is intended to provide step-by-step instructions for applicants completing the Delayed Egress System Application form for possible receipt of ARPA funding.

1. Download the application from https://ahca.myflorida.com/Medicaid/Policy_and_Quality/Policy/federal_authorities/hcbs_info.shtml and save the file to your local drive using a naming convention similar to:

Delayed Egress System Application – [Provider Medicaid ID].xlsx.
2. In the open file, navigate to the 'Instructions' tab. Note that to be considered for delayed egress funds, providers must submit a request by completing this form. To qualify for reimbursement, each applicant must submit an application **prior to February 15, 2022**, with the following information. The applicable section of the application has been included in parentheses.
 - a. Name of Provider (**Section A**)
 - b. Medicaid Provider ID Number (**Section A**)
 - c. Address where the delayed egress system has been installed (**Section C**)
 - d. Invoice(s) for the purchase and installation of delayed egress system (**Section C & separate attachment**).
 - e. Installation Date (**Section C**).
 - f. Written approval of the delayed egress system by the local authority having jurisdiction over fire safety or the State Fire Marshal (**Section C & separate attachment**).
 - g. Description of how facility residents and ADT participants who do not require delayed egress and/or do not have such an intervention identified as a need within their person-centered service plans are able to exit the building independently and at any time without delay (**Section D & F**).
3. Navigate to the Application Review Process section of the Instructions tab. Note that applications with missing fundamentals elements (e.g., unanswered questions or inadequate responses) may be disqualified, and that successful submission of an application is not a guarantee of funds. To qualify for reimbursement for the purchase and installation of delayed egress systems, applicants must satisfy all of the following requirements:



- a. The applicant must be in an “Active” status as a Florida Medicaid provider.
 - b. The applicant must be in good standing with Florida Medicaid.
 - c. Applicant must operate an existing resident residential facility licensed pursuant to s. 393.067, F.S. or an Adult Day Training (ADT) program through Florida's iBudget waiver program.
 - d. Delayed egress systems must meet all of the following conditions:
 - i. Egress is prevented for a maximum of 30 seconds.
 - ii. Approval of the system by the local authority having jurisdiction over fire safety or the State Fire Marshal, and
 - iii. Locks are automatically disengaged in the event of a fire, power outage, or activation of the fire alarm.
 - e. Facility residents and ADT participants who will be subject to delayed egress requirements must have delayed egress included within their person-centered service plans as an identified safety intervention.
 - f. Facility residents and ADT participants who do not require delayed egress and/or do not have such an intervention identified as a need within their person-centered service plans must be provided a keypad code, key fob, or other means by which they can exit the building independently and at any time without delay. Facility and ADT providers are responsible for training such residents on the process for exiting the buildings with delayed egress systems.
 - g. Reimbursement for the purchase and installation of a single delayed egress system is limited to a maximum amount of **\$10,000.00**.
 - h. Reimbursement is not available for delayed egress systems purchased or installed **prior to January 1, 2022**.
4. Navigate to the ‘Section A & Attestation’ tab. Complete each field in Section A with the provider identifying information.
 5. Sign and date the attestation agreement at the bottom of the ‘Section A & Attestation’ tab. Electronic signatures are acceptable.
 6. Navigate to Section B of the ‘Section B-C System Information’ tab and provide the brand name, model name, serial number, and purchase price and installation costs of the egress system your agency has purchased.

PLEASE NOTE: Delayed egress systems must comply with Florida state building codes, and that all agency staff must be trained to use the delayed egress system.

Exterior doors which utilize the delayed egress systems must meet all of the following conditions:

- a. Egress is prevented for a minimum of 30 seconds;
 - b. System must be approved by the local authority with jurisdiction over fire safety or the State Fire Marshal; and
 - c. Locks automatically disengage in the event of a fire, power outage, or activation of the fire alarm system.
7. Navigate to Section C of the ‘Section B-C System Information’ tab and complete the requested information. Please provide the written approval by local authority with jurisdiction over fire safety, or the State Fire Marshall, and provide the invoice(s) for the purchase and installation of the delayed

egress system. This documentation must be submitted with the application.

PLEASE NOTE: Applications where this information is not provided will be considered incomplete.

8. In Section D of the 'Section D-E Justification' tab, explain how participants will benefit from a delayed egress system, how the system indicated in Section B (step 6 above) best serves that function, and how facility residents and ADT participants who do not require a delayed egress and/or do not have such an intervention identified as a need within their person-centered plans are able to exit the building at any time without delay.

Only residents whose person-centered service plan includes delayed egress as a safety intervention are subject to delayed egress systems. All others must be given a keypad code or key fob to allow them to leave independently at any time. Please note that the description provided in Section D is limited to 500 words.

9. In Section E of the 'Section D-E Justification' tab, enter how many elopements have occurred at the facility in the past 12 months. CMS defines an elopement as a patient or resident who is prone to leaving the premises or a safe area without authorization and/or necessary supervision.
10. Navigate to the 'Section F Safety Measures' tab. In 500 words or less, explain how the facility will ensure that all individuals will be able to safely exit during an emergency, and how staff will be trained to use the delayed egress system.
11. Once all applicable sections have been completed, save the file with changes on local drive. Prior to submitting, ensure file is saved with naming convention similar to:

Delayed Egress System Application – [Provider Medicaid ID].xlsx.

12. Upload the completed application here: https://mslc.qualtrics.com/jfe/form/SV_6VkueRkhXDY6hsq