



The Kentucky Supportive Housing Medicaid Academy Application Companion Document

What is a CSH Medicaid Academy? Supportive Housing is now recognized as a part of the healthcare landscape by the Centers for Medicare and Medicaid Services (CMS) and other regional healthcare administrators. The growing recognition of housing as a determinant of health and supportive housing services as health care interventions brings with it increased opportunities for services reimbursement, service expansion and provider capacity building. This entry into the health sector also brings new requirements around supportive housing program fidelity, Medicaid credentialing, and organizational policies and procedures that meet healthcare quality standards of care.

The CSH Medicaid Academy is designed to help supportive housing service providers, community health centers, and community mental health clinics learn the requirements for providing Medicaid-billable tenancy and housing case management support services and develop organization-specific plans for becoming Medicaid providers. The Kentucky Supportive Housing Medicaid Academy will consist of four days of in-person meetings and four web-based educational courses, followed by individual agency technical assistance. The CSH Medicaid Academy aims to train up to 12 provider agencies. Select agencies that wish to pursue Medicaid reimbursement following the CSH Medicaid Academy may receive additional individualized technical assistance, based on funding availability, to implement their work plans.

How does it work? Each organization will gain access to online webinars, tutorials and in person training. Each organization will send a team of two-four individuals to participate in two full-day sessions held in the Spring 2018 (specific dates for in person session will be announced at a later date). The teams should consist of staff from within your agency and include: a team lead (agency Director or Clinical Services Director), a lead service provider with experience delivering tenancy-support services or a supervisor of supportive housing direct service staff, and the agency's Quality Assurance/Quality Improvement lead. Other team members may include finance or development staff leads whom are a key decision maker regarding funding streams and financial oversight.

Teams will have assignments between in person trainings. At the end of the Academy, participants will have created a Medicaid billing work plan that they will be able to present to their agency staffs and Boards of Directors.

What will be covered in the CSH Medicaid Academy? The in-person and online sessions will cover all aspects of Kentucky's state Medicaid billing requirements and certification, federal regulations, contracting and credentialing requirements for managed care organizations, licensure for individual providers within your agency, and guidelines and requirements for submitting claims and being reimbursed for services.

What happens between sessions? Teams are required to complete the self-paced online courses prior to attending the in-person sessions. Teams are also expected to participate in and complete assignments during and following the in person training.



How will our agency benefit from participating? The goal of the Medicaid Academy is to prepare permanent supportive housing providers who are already providing tenancy support and housing case management services to enroll with Medicaid to be reimbursed for covered services in order to bring in mainstream, sustainable (rather than short-term) funding to pay for supportive housing services. The Academy will also educate physical and mental health providers who are offering some supportive housing supports (housing case management) on how to expand the array of supportive housing services they offer to ensure they are meeting quality supportive housing standards. Participating providers will learn how to secure partnerships and contracts, comply with regulations, and become licensed, certified and credentialed. Your agency will also benefit from an opportunity to learn about best practices in supportive housing service delivery.

What do I need to do to apply?

- Submit your completed application by **December 29, 2017** via e-mail to Thomas.Beatty@ky.gov with all key team members (2-4 people) identified by name and email
- Select your team of staff members that will commit to attending all of the sessions
- Affirm your agency commitment to completing assignments between sessions
- Affirm your agency commitment to cover staff time and travel for the sessions
- Each team must have ***at least two laptops*** they can bring to work on during the sessions
- Affirm your agency commitment to the process

An application webinar was held on October 17, 2017 from 1:00-2:00 p.m. to answer questions about completing this application. To view the recording for the informational webinar, please visit: <https://cshmeetings.webex.com/cshmeetings/ldr.php?RCID=2e2ec36c521f3cae6670cbb6960cc8c6>

Cost:

The Academy is being sponsored and hosted by The Homeless and Housing Coalition of Kentucky, together with the Kentucky Division of Behavioral Health (DBH) and the Louisville Coalition for the Homeless, to ensure that all service providers ready to commit can participate.

In return, Academy participants are expected to fully participate and it is expected that participating agencies will cover costs (travel, lodging and food) for their staff to attend the in-person sessions.



Frequently Asked Questions (FAQs):

1. **Q: Where is the training going to be held?**
 - a. Answer: All in person trainings will be held in Frankfort, KY. Online trainings will be accessed through the [CSH Online Training Center](#).

2. **Q: The application asks about Board approval. Do we need this to be accepted?**
 - a. Answer: No. We encourage you to talk with your Board and ask for their support in attending the Medicaid Academy. For questions on why this is, feel free to reach out to Cheryl Winter at cheryl.winter@csh.org

3. **Q: What are the dates for the in-person trainings?**
 - a. Answer: We are finalizing the dates and venues but plan to have Days 1 and 2 of the training in April 2018 and Days 3 and 4 of the training in June 2018. Online courses should be completed between January and April 2018.

4. **What is the cost of the training?**
 - a. Answer: The training and technical assistance are free to participating agencies. We do require that agencies cover staff members' time and travel expenses should staff need overnight accommodations in Frankfort.

For questions about the Medicaid Academy or assistance with filling out the application please contact: Cheryl Winter at cheryl.winter@csh.org.