



## KERN REGIONAL CENTER

*Striving to Achieve Equality,  
Independence and Empowerment*

### **VENDOR ADVISORY**

**Date:** Thursday, August 6, 2020  
**To:** ALL Vendors/Service Providers  
**From:** Cherylle Mallinson, Director, Community Services  
**RE:** State of Emergency (SOE) Absence Billing Update – EFFECTIVE 09/01/2020

This is to inform you that the State of Emergency (SOE) absence billing also known as “retention payments”, for nonresidential services is ending on [08/31/2020](#).

On June 17, 2020, DDS shared a draft [COVID-19 Protection Plan Verification](#) documents as part of the [COVID 19 Re Entry Plan](#) describing phases of re-entry and requiring a re-entry plan prior to any limited re-entry. As of August 1, 2020, DDS has yet to provide a finalized guidance regarding re-entry.

On July 17, 2020, DDS issued a [Directive](#) continuing absence billing through August 31, 2020. DDS outlined the new billing process for agencies providing alternative services during the SOE that will go into effect 09/01/2020. Please be advised that DDS has previously identified which services can provide remote or alternative billing in their [March 18 Directive](#).

To allow a service to bill for Alternative and Remote Services effective 09/01/2020, service providers must submit to Kern Regional Center:

1. COVID-19 Protection Plan Verification document. This document was part of the June 17 draft documents from DDS.
2. Certification of Remote Alternative Services Delivery. This self-certification document is [Enclosure A](#) of the July 17, 2020 DDS Directive. You must submit the COVID-19 Protection Plan Verification document prior to or at the same time as you submit this form as it is a requirement of the Certification.

#### Submission Information:

- These documents must be sent to [vmoreno@kernrc.org](mailto:vmoreno@kernrc.org).
- Please submit both documents by August 15, 2020 to allow for processing.

Starting 09/01/2020, all providers offering remote and alternative services must prepare the following documents:

1. **Remote Alternative Service Delivery Log:** DDS referred to this document as [Enclosure B](#). This log must be completed monthly and maintained by the provider as part of their records. An electronic

copy of this record must be sent to the each client's Service Coordinator. KRC and DDS may audit these logs at any time.

2. **Quarterly Report of Remote and Alternative Service Delivery for Nonresidential Services:** DDS referred to this document as [Enclosure C](#). This report must be completed quarterly and submitted via electronic submission to [vmoreno@kernrc.org](mailto:vmoreno@kernrc.org). These Quarterly Reports must be submitted to KRC within 15 days of the end of each quarter. The first quarter will include September, October, and November 2020, and the report must be received by 12/15/2020. These will be retained in your vendor file.

The activities described herein are solely in relation to service provider's steps to permit billing for Alternative Services. Information regarding program design reinvention is forthcoming.

Enclosure

### Services Eligible for Alternate Location or Remote Access

Service Code	Description
017	Crisis Team
028	Socialization Training Program
048	Client/Parent Support Behavior Intervention Training
055	Community Integration Training Program
062	Personal Assistance
063	Community Activities Support Service
091	In-Home Day Program
094	Creative Arts Program
102	Individual or Family Training Services
106	Specialized Recreational Therapy
108	Parenting Support Services
110	Supplemental Day Program Support
115	Specialized Therapeutic Services (Age 3-20)
116	Early Start Specialized Therapeutic Services
117	Specialized Therapeutic Services (Age 21+)
505	Activity Center
510	Adult Development Center
515	Behavior Management Program
520	Independent Living Program
525	Social Recreation Program
605	Adaptive Skills Trainer
612	Behavior Analyst
613	Associate Behavior Analyst
615	Behavior Management Assistant
616	Behavior Management Technician
620	Behavior Management Consultant
625	Counseling Services
635	Independent Living Specialist
691	Art Therapist
692	Dance Therapist
693	Music Therapist
694	Recreational Therapist
707	Speech Pathology
772	Physical Therapy
773	Occupational Therapy
780	Psychiatrist
896	Supported Living Service