



## **CCSE Bulletin 22-01**

**Date:** February 01, 2022

**To:** Eligibility Services Supervisors and Staff  
Program Managers  
Regional Directors  
Regional Attorneys  
Hearings Officers

**From:** Access and Eligibility Services Program Policy  
State Office 2115

**Subject:** **1. Personal Attendant Rate Change for Consumer Directed Services**  
**2. Residential Care Room and Board and Copayment Amounts**

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The information in this bulletin will be included in a future handbook revision. Until the handbook is updated, staff must use the information in this bulletin. If you have any questions regarding the policy information in this bulletin, follow regional procedures.

Active bulletins are posted on the following websites:

- Community Care Services Eligibility Handbook (CCSEH) at <https://www.hhs.texas.gov/handbooks/community-care-services-eligibility-handbook>.

## 1. Personal Attendant Rate Change for Consumer Directed Services

### Background

The Texas Health and Human Services Commission (HHSC) has approved an increase in the personal attendant payment rates for Primary Home Care (PHC), Family Care (FC), and Community Attendant Services (CAS). The increase in the PHC/FC/CAS personal attendant rates is effective January 1, 2022.

As a result of the increase in the personal attendant rates for PHC, FC and CAS, the personal attendant rate used to develop the annual service plan (ASP) for the Consumer Direct Services (CDS) option will also increase.

### Current Policy

#### [CCSE CDS Option](#)

The personal attendant rates for calculating the CDS ASP are:

- \$10.54 for Non-Priority; and
- \$10.76 for Priority.

### New Policy

#### [CCSE CDS Option](#)

Effective January 1, 2022, the personal attendant rates for calculating the CDS ASP are:

- \$10.55 for Non-Priority; and
- \$10.77 for Priority.

The new rates can be accessed on the LOOP, [here](#).

Staff must follow the policies and procedures in CCSEH Section 6333.3.2 Rate Change to request information from the Financial Management Services Agency (FMSA) using Form 1589, Consumer Directed Services Revision Worksheet, and revise the ASPs for CDS recipients. The FMSA must provide the amount of funds expended by each CDS employer and the amount of funds remaining, including allocated funds, from the beginning of the recipient's service plan year through December 31, 2021.

### Automation

Automation changes are not required.

### Correspondence

Correspondence changes are not required.

**Handbook**

The CCSE Handbook updates are scheduled for the June 2022 revision.

The Provider Finance Payment Rate Chart will be added to the CCSE LOOP.

**Training**

Training is not required.

**Effective Date**

This policy is effective January 1, 2022. Staff must use the new rates to revise ASPs with an effective date of January 1, 2022.

## 2. Residential Care Room and Board and Copayment Amounts

### Background

Residents of Residential Care (RC) facilities must contribute to their cost of care, including payment for room and board and an additional copayment amount if applicable based on their income. (CCSEH 4740)

### Current Policy

#### [CCSE Residential Care \(RC\) Room and Board](#)

The room and board rates are based on the type of RC living arrangement and are adjusted annually.

The current room and board daily rate amounts are:

- Residential Care Apartment \$16.63
- Residential Care Non-Apartment \$14.94

### New Policy

#### [CCSE Residential Care \(RC\) Room and Board](#)

Effective January 1, 2022, the new room and board daily rate amounts are:

- Residential Care Apartment \$16.99
- Residential Care Non-Apartment \$15.30

The new rates can be accessed on the LOOP, [here](#).

If processing a change that impacts months prior to January 1, 2022, staff must use the room and board daily rates in effect through December 31, 2021 (Apartment \$16.63; Non-Apartment \$14.94).

#### [Copayment](#)

Residents of RC facilities may be required to pay a copayment amount based on their income. (CCSEH 4740.2)

A recipient's copayment amount is adjusted annually based on the Social Security cost-of-living adjustment effective January 1, 2022, and any changes in the room and board rate. (CCSEH 4744) The 2022 social security income amount is reflected in the Texas Integrated Eligibility Redesign System (TIERS).

To ensure the changes are effective no later than March 1, 2022, staff must complete a desk review of all RC cases using Form 1032, Residential Care

Copayment Worksheet by February 10, 2022. A copy of the worksheet must be filed in the case record.

After completing Form 1032, staff must enter the new copayment amount in the Service Authorization System (SAS) and send Form 2065-A, Notification of Community Care Services, to notify the recipient and the RC facility of the room and board rate change and the new copayment amount. The change in the room and board and copayment amount is effective the first day of the month following the end of the 12-day notification period.

In the comments section of Form 2065-A, include the following:

"Your room and board and your copayment amount are changing due to the annual Social Security cost-of-living adjustment."

Or, if only the room and board amount is changing, include the following:

*"Your room and board amount is changing due to the annual Social Security cost-of-living adjustment."*

**Automation**

Automation changes are not required.

**Correspondence**

Correspondence changes are not required.

**Handbook**

The CCSE Handbook updates are scheduled for the June 2022 revision.

Form 1032, Residential Care Copayment Worksheet, has been revised to reflect the new room and board daily rate amounts and is available on the CCSE LOOP, [here](#).

**Training**

Training is not required.

**Effective Date**

This policy is effective January 1, 2022.