



NEW BEGINNINGS ENTERPRISES, INC
COMMUNITY DEVELOPMENTAL DISABILITY ORGANIZATION

Policy Number: **106.0** Continuity and Portability of Services

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Regarding: (K.A.R. 30-64-28)

Effective Date:

Revised Date: 1.13.09; 9.11.09; 11.16.11; 11.26.12

New Beginnings Enterprises, Inc. shall ensure that:

- 1) Each person who is receiving community services within the New Beginnings Enterprises, Inc. CDDO service area continues to receive services consistent with the person's person-centered support plan, as long as funding support for those services continues, or until the person or the person's legal guardian, if one has been appointed, requests that services be discontinued; and
- 2) If the person moves from New Beginnings Enterprises, Inc. service area to another, and wants to continue receiving community services, the funding for the person will continue to be included in New Beginnings Enterprises, Inc. allocation until a new contract is signed with I/DD.

Procedure for Portability

The Community Service Provider will notify the CDDO Director that a person is moving from New Beginnings Enterprises, Inc. CDDO service area to another. The CDDO Director will contact the CDDO for the new service area to develop a letter of understanding (portability agreement) between the CDDO's to:

- 1) Inform the CDDO that the person desires to move to its area and provide required information regarding the person for application.
- 2) Inform the CDDO of the types and amount of services the person is currently receiving; and
- 3) Determine the amount of funding to provide comparable services in the #2 above.
- 4) The CDDO Director in conjunction with the Targeted Case Manager will send the new CDDO the documents as indicated on the State policy regarding portability.

For individuals funded by State General Funds, the affiliate will bill the CDDO for reimbursement based on the agreed upon rate with supporting documentation.

For individuals funded through the local mill levy procedure, these funds must remain in the CDDO area and do not port.