



To: CDS Contracted Providers

Cc: CDS State Leadership Team, CDS Regional Site Directors, Trista Collins, State Medicaid Education Liaison, Office of MaineCare Services, Maine Department of Health and Human Services (DHHS)

From: Roy Fowler, CDS State Director

Date: 8/22/18

Re: MaineCare Non-Emergency Transportation (NET) for CDS Children

To support CDS's continued effort to streamline paperwork and internal processes, beginning September 3, 2018, for any **new** children entering the CDS system, the CDS Case Manager will now be arranging all Transportation Services through the DHHS NET broker system. Please note that this is for any new children entering the CDS system only; any children that have been receiving CDS services in the past that have had Transportation Services arranged by a contracted provider, this process will continue *until the child's annual Individualized Education Plan (IEP) Meeting*. After any individual child's annual IEP Meeting, the CDS Case Manager will begin to arrange Transportation Services for an individual child from the date of their annual IEP forward.

For CDS Case Managers to meet the DHHS Office of MaineCare Services requirements, we must have any individual child's prior authorization number and the start and end date of the services that prior authorization was obtained for. Given this, CDS contracted providers will be required to provide these numbers to CDS Case Managers when requested.

We thank you for your attention to this and ask that you keep this letter with your FY19 CDS contract. It is our expectation that through a gradual "rollout" of this change in process and all parties supporting this change by following the same process, there should be minimal disruptions in CDS children receiving NET for medical services. Moreover, if you have any questions, please don't hesitate to let us know as we look forward to collaborating on this transition to make it as successful as possible.