



WISCONSIN DEPARTMENT of HEALTH SERVICES

P-02494 (10/2019)

Children's Long-Term Support (CLTS) Waiver Program Rate-Setting Implementation

Operational Aid for County Waiver Agencies: Outlier Rate Request Process

Summary:

This document includes information to support county waiver agencies (CWAs) in understanding the outlier rate request process as part of Phase 2 of the CLTS Waiver Program Rate-Setting Initiative. An outlier rate could be applied to any CLTS in-scope service subject to the rate-setting methodology. In-scope services include:

- Adult Family Home
- Child Care
- Community Integration Services
- Counseling and Therapeutic Services
- Daily Living Skills Training
- Day Services
- Financial Management Services
- Mentoring
- Respite Care
- Supported Employment
- Supportive Home Care
- Transportation

CWAs must comply with Phase 2 rate-setting requirements by January 1, 2020.

Purpose:

The CLTS outlier rate creates a method for CWAs to request a rate amount that exceeds the DHS statewide rate schedule for participants with individual care and/or provider access needs. Outliers are expected to make up less than 5% of the statewide rate methodology.

Operational considerations in the application of an approved Outlier rate:

- CWAs must complete the steps below prior to applying the Outlier Rate Guidelines and request process:
 - Apply the rate amounts identified in the [CLTS Program Rate Schedule \(P-02184\)](#) specific to the identified service.
 - For respite care and supportive home care services only:
 - Determine a care level as established in the [Care Level Classification Guidelines \(P-02273\)](#).
 - Identify if the participant exceeds the highest care level in order to be considered for outlier criteria of individual care need.
- Outlier rates are based on individual child-specific needs; there is no approved individual or agency outlier rate. Every participant has a unique outlier rate based on that participant's needs.

- CWAs are responsible for determining the need for an outlier rate based on the [Outlier Rate Guidelines \(P-02274\)](#) and submitting outlier requests using the [Children’s Long Term Support Waiver Program–Outlier Rate Request \(F-02538\)](#).
 - As a part of the outlier request process, providers must complete the [CLTS Provider Cost-Based Outlier \(F-02538\)](#) and submit to the CWA.
- In-scope services may not be authorized at the outlier rate until DHS has approved the rate.

CLTS Code Crosswalk

The [CLTS Code Crosswalk \(P-02283\)](#) includes the following details regarding outlier rates and modifiers:

- Utilize Modifier **U4** on authorizations for an approved outlier rate based on *individual care need*.
- Utilize Modifier **U5** on authorizations for an approved outlier rate based on *provider access*
- If the approved outlier rate includes elements of both *individual care need* and *provider access*, use the **U4** modifier to indicate *individual care need*.