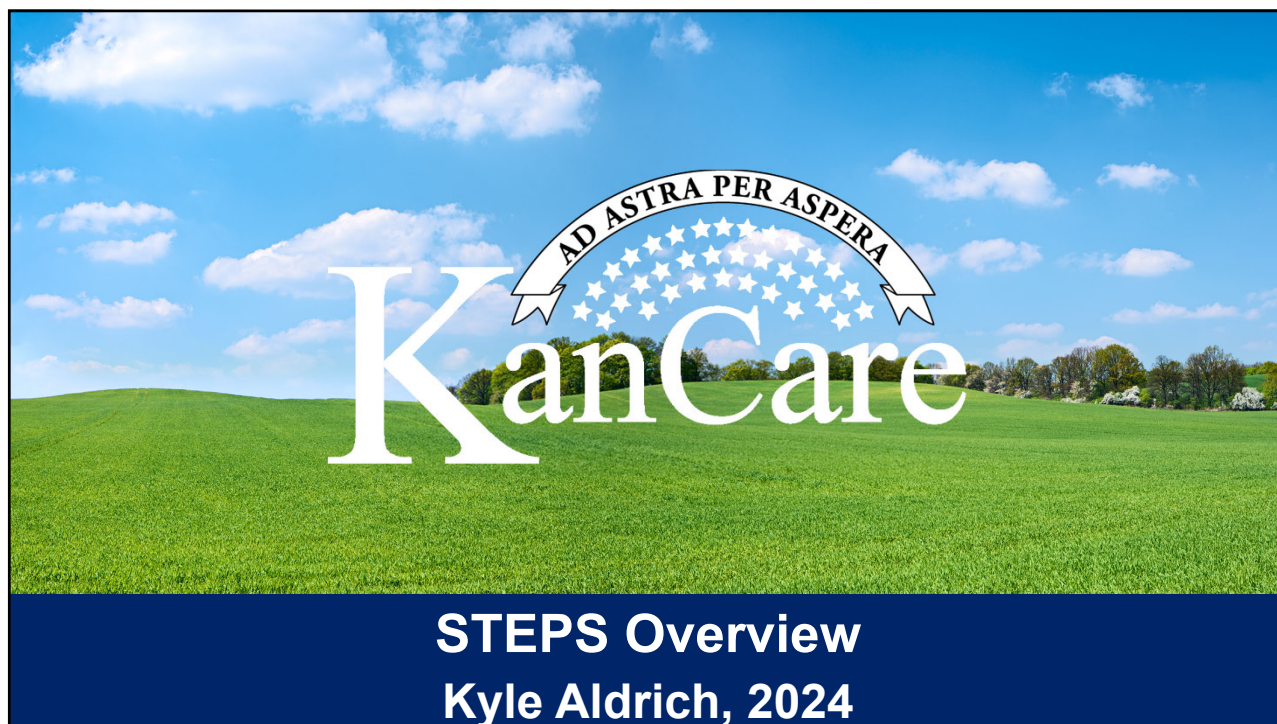




1


 STEPS Overview

STEPS is for people interested in working. We help find supports to get you ready to work, find work, and keep working as well as supports to live as independently as possible.

STEPS is:

- ☐ a voluntary program
- ☐ provided through *Working Healthy*
- ☐ for people age 16 to 64 on KanCare



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2

Disability Criteria

People who get SSI and a Physical Disability (PD),
Intellectual/Developmental Disability (IDD), or Brain Injury (BI)

OR

People who get SSI/SSDI and a behavior health diagnosis
(Schizophrenia; Bipolar and major depression; Delusional disorders; Personality disorders; Psychosis not otherwise specified; Obsessive-compulsive disorder; Post-traumatic stress disorder; or Substance use disorder (SUD) or co-occurring SUD)

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3

Financial Criteria

People that get SSDI can have:

- countable income up to 300% of Federal Poverty Level (FPL)
- resources up to \$15,000 for an individual or couple

People with countable income up to 225% of FPL and those receiving SSI will not have a cost share.

If you have earnings at or above 226%FPL you may have a small premium. Many have a Zero-dollar premium/cost share.

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4

Employment Definition

STEPS works with people who are unemployed or are looking for another job.

Employment is defined as:

- ✓ working in a **competitive, integrated** setting
- ✓ working at least 40 hours per **month**
- ✓ federal hourly minimum wage or above
- ✓ Federal Insurance Contributions Act (FICA) withdrawn

Employment and/or work experience in a sheltered workshop is not considered employment for STEPS.

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5

STEPS:

- has its own specific eligibility criteria separate from WH or HCBS
- does not need to be exhausted prior to a waiver exception application.
- uses a standardized needs assessment to determine eligibility for services.
- cannot be provided at the same time as any HCBS waiver service.
- cannot duplicate any services already being provided by another entity, including schools or VR (but can provide wrap-around services).

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6



HCBS Safety Net



People on a waitlist that choose to participate in STEPS will remain on the waitlist and move up the list based on their date



People on STEPS that are offered a slot may choose to accept the slot or remain in STEPS. The waiver slot will remain available until needed.



People on the waiver can choose leave to participate in STEPS and could return to the waiver if you qualify when you disenroll from STEPS.

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7



STEPS Services

Pre-vocational services	Independent Living Skills Training
Transportation	Supported Employment
Personal Assistance Services	Assistive Services

Community Service Coordination

***There is no cost for for STEPS services.**

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8

Community Service Coordination (CSC)

CSC = Case Management for STEPS

- Current TCMs can enroll as a provider for STEPS CSC
- Talk about your options and help you understand self-direction
- Create and monitor your STEPS Service Plan
- Talk with you about your goals and how to meet them
- Answer questions about the program, your services, and your providers
- Help you with referrals for community services such as education and housing

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9

Community Service Coordinator

A CSC can be an existing case manager, such as I/DD Targeted Case Managers (TCM).

However...

CSC is **not** TCM and the responsibilities of STEPS CSCs are not the same as a TCM

CSC replaces TCM once a participant enrolls in STEPS.

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10

Community Service Coordination

Cannot bill CSC and TCM at the same time for the same person.
This is considered “double dipping” and is not allowed.

However, some case managers may be able to be maintained depending on services they provide to the member.

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11

Managed Care Organizations (MCO)

MCOs:

- have staff that are dedicated to the STEPS program and are knowledgeable about the program.
- conduct the initial STEPS Services Assessment and all subsequent service assessments.
- assist CSCs as they connect members to community resources.
- assist the participant in locating a CSC if case management isn't already being received.

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12

Fiscal Management Services (FMS)

All services, including CSC, will be paid through the Fiscal Management Services provider.

Agencies providing services must be approved by the Program Manager before enrolling.

Participants self-directing may hire Personal Assistants whose background checks meet State and Federal requirements.

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13

Role of the Benefits Specialists

Working Healthy Benefits Specialists will help people look at their benefits so they can make choices about their options.

They will:

- review your current benefits status
- explain how earnings and resources impact Social Security benefits
- provide the possible premium amount, if applicable
- review Talking Points about STEPS

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14

Participant Referrals

Referrals can come from any source:

- Voc-rehab;
- Schools;
- CMHCs;
- CDDOs;
- ADRCs;
- CILs;
- Self, etc.

All referrals need to go through the Program Manager.

Program Manager confirms referral information and establishes program eligibility



Referral is passed along to the WH Benefits Specialist to complete Benefits Counseling



Referral is sent to the MCO for scheduling the initial STEPS Services Assessment and completes Provisional Service Plan

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15

Participant Referral Process

Program Manager establishes program eligibility and confirms referral information



Referral is passed along to the WH Benefits Specialist to complete Benefits Counseling



Referral is passed along to the MCO for scheduling the initial Services Assessment



CSC assists member with identifying providers, develops Service Plan & Backup Plan, completes participant agreement



MCO reviews/approves Service Plan & Backup Plan; enters auths into PPL



Participant starts program

The earlier a CSC is identified in this process, the smoother some of this will go. This is why we encourage any community services providers to enroll with STEPS.

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16

Service Provider Enrollment

Contact the Program Manager or complete the STEPS Provider Agency Qualifications Checklist

All services providers must be vetted by the Program Manager prior to providing services.

Providers	
• CDDOs and their affiliates	• CMHCs and their affiliates
• Centers for Independent Living	• Accredited Clubhouse models
• KS Workforce Centers	• Brain Injury HCBS providers
• Religious-based organizations such as Catholic Charities	

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17

STEPS Provider Enrollment

- Agencies providing services must be approved by the Program Manager before enrolling. (Does not go through KMAP process)
 - Utilizes a 2-page Provider Qualifications Checklist for provider enrollment.
- All services will be paid through the Fiscal Management Services provider. (Does not utilize KMAP for billing)
- Participants and providers must enroll with the FMS provider in order to receive and to get paid for providing services.

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18

STEPS Benefits

Better health outcomes for members who are employed

Better financial outcomes for members who are employed

Provides an alternative to current employment services

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19

Common questions

- What if someone loses their employment while they're on STEPS?
- What are the provider rates?
- Will someone lose their benefits from working?
- Does the person lose TCM by enrolling in STEPS?
- When is the best time for transitioning students to consider the STEPS program?

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20

Common questions

- What if I get a job then lose it while I'm on STEPS?
- Will I lose my benefits from working?
- Do I lose my TCM by joining in STEPS?
- What if I'm already working with Voc Rehab/Project SEARCH?

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21



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22

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23

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24



Working Healthy Websites

<https://kancare.ks.gov/consumers/working-healthy/steps>

<https://kancare.ks.gov/consumers/working-healthy>

<https://kancare.ks.gov/consumers/working-healthy/wh-details>

<https://kancare.ks.gov/consumers/working-healthy/working-healthy/work>

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25



Thank you/Questions



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26