



Colorado Department of Human Services

people who help people



VETERANS AND DISABILITY SERVICES
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CDHS and HCPF HCBS Waiver Approval Process Summary April 22, 2011

The following process is completed jointly by the Colorado Department of Human Services (CDHS) and the Colorado Department of Health Care Policy and Financing (HCPF). This process summary applies to the Centers for Medicare and Medicaid Services (CMS) deliverables that include Home and Community Based Services (HCBS) Medicaid Waiver applications, amendments and renewals.

- CDHS and HCPF will develop HCBS waiver amendments in accordance with Department clearance processes to include public comment when applicable.
- CDHS and HCPF will provide information to the Office of State Planning and Budgeting (OSPB) and the Joint Budget Committee (JBC) as applicable to deliverables with budget impact.
- Upon CDHS clearance of CMS deliverables, DDD will enter submissions onto the CMS Web Portal. DDD will notify HCPF when waiver submissions have been entered onto the CMS Web Portal, then HCPF will send through Department clearance and complete the final submission to CMS.
- CMS has 90 days to review and approve the waiver submissions from the date of receipt. CMS may issue Requests for Additional Information (RAI) and “stop the clock” at any point within this 90 day period. The 90 days may be re-set contingent upon the RAI.
- During the 90-day CMS review/approval period and subsequent RAI period, no additional waiver changes or submissions may be made.
- Once all RAI responses have been satisfied, CMS will send approvals through HCPF. HCPF will notify DDD regarding approvals and effective date.