



INFORMATIONAL LETTER NO. 240I-MC-FFS

DATE: November 28, 2022

TO: Iowa Medicaid-Enrolled Long-Term Services and Supports (LTSS), Home- and Community-Based Services (HCBS) Waiver and Habilitation Providers

APPLIES TO: Managed Care (MC), Fee-for-Service (FFS)

FROM: Iowa Department of Health and Human Services (HHS), Iowa Medicaid

RE: 2022 HCBS Provider Quality Management Self-Assessment

EFFECTIVE: Upon Receipt

The purpose of this informational letter is to announce the release of the 2022 Provider Quality Management Self-Assessment. The 2022 HCBS Provider Quality Management Self-Assessment consists of the self-assessment form found on the [HHS website](#)¹ and address collection tool which is emailed out to contacts listed on last year's self-assessment or is available upon request. Both documents have been updated for 2022. Prior years' forms will not be accepted.

HCBS providers of Iowa's seven waivers or habilitation, who provide any of the following services, are required to complete this annual self-assessment:

- Adult day care
- Agency consumer-directed attendant care (CDAC)
- Assisted living service
- Behavior programming (brain injury waiver)
- Counseling (AIDS/HIV waiver)
- Day habilitation
- Elderly waiver case management
- Family and community support services (children's mental health waiver)
- Family counseling and training (brain injury waiver)
- Home-based habilitation
- In-home family therapy (children's mental health waiver)
- Interim medical monitoring and treatment (IMMT)

¹ <https://dhs.iowa.gov/ime/providers/enrollment/provider-quality-management-self-assessment>

- Mental health outreach (elderly waiver)
- Prevocational services
- Residential-based supported community living (RBSCL)
- Respite
- Supported community living (SCL)
- Supported employment (SE)

Training

Providers must participate in one of the following training options that outlines instructions for completion of the required documents.

- **Recorded webinar:** available now on the [HHS website](#)².
- **Self-assessments for HCBS providers:** competency-based live virtual training held on November 30, 2022, 10:00–11:00 AM. [Register here](#)³.

A frequently asked questions (FAQ) document will be posted on the HHS website.

The completed self-assessment form must be received no later than December 31, 2022. Failure to submit the required documents by December 31, 2022, will jeopardize your agency's Medicaid enrollment, including managed care contracts, and may result in a sanction of payment suspension.

The Quality Improvement Organization (QIO) staff will confirm receipt of the materials. Agencies will be notified of incomplete or unacceptable document submission and timely remediation will be required. Technical assistance may be requested and should be directed to the assigned [QIO specialist](#)⁴. Please submit any questions about this IL or completion of the self-assessment to HCBSQI@dhs.state.ia.us.

² <https://dhs.iowa.gov/ime/providers/enrollment/provider-quality-management-self-assessment>

³ <https://telligon.zoom.us/meeting/register/tZ0sdOCrQD8uHNET73grAC7J52vlfqNNFcMD>

⁴ <https://dhs.iowa.gov/ime/members/medicaid-a-to-z/cnrs/qio>