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## **MEMORANDUM**

**TO:** Executive Directors, DSN Boards of Case Management  
CEOS, Contracted Service Providers of Case Management  
Case Management Supervisors

**FROM:** Lori Manos, Interim State Director-Policy *fm*

**DATE:** February 9, 2022

**SUBJECT:** Requirement to Direct Bill for all DDSN Waiver Services

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The purpose of this memo is elaborate on the requirement for direct billing of all DDSN Waiver Services. As previously noted, effective March 1, 2022, SCDHHS will require that all providers of DDSN Waiver Services be directly enrolled with Medicaid. This includes providers of services such as Environmental Modifications, Private Vehicle Modifications, Respite, Medical Supplies, Equipment and Assistive Technology, and other services that were previously delivered by “board billed” providers. Complying with this requirement will necessitate several changes.

First, as noted, any provider desiring to continue the provision of DDSN Waiver Services must enroll with Medicaid. DDSN has attempted to identify current “board billed” service providers through a review of all non-shareable providers listed in Therap. Each non-shareable provider will receive information regarding the requirement to enroll directly with SCDHHS, provider qualifications, and necessary steps for enrollment.

After March 1, 2022, there will no longer be the option to authorize services to a board billed provider. There will be no ability to add or authorize non-sharable providers in Therap.

One-time board billed services authorized prior to March 1, 2022, may be provided as authorized. Beginning March 1, 2022, services may only be authorized to providers directly enrolled with SCDHHS. DDSN has reached out to the current non-sharable providers to provide information on direct enrollment. As new providers arise that are interested in providing these services, DDSN will have a process to assist with provider enrollment. Please carefully review your service authorizations and identify any ongoing Medical Supplies, Equipment, and Assistive Technology Services currently authorized to board billed providers. In these instances, if the provider chooses not to directly enroll with SCDHHS, the case manager will need to assist the waiver participant to choose an available Medicaid Enrolled Provider.

Questions regarding this should be directed to Melissa Ritter ([mritter@ddsn.sc.gov](mailto:mritter@ddsn.sc.gov)) or Jennifer Jaques ([jjagues@ddsn.sc.gov](mailto:jjagues@ddsn.sc.gov)). Thank you.