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MEMORANDUM

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

FROM: Associate State Director-Policy, Lori Manos 

DATE: April 25, 2022

SUBJECT: Waiver Case Management Monitoring Tool Training

The purpose of this memo is to notify Waiver Case Managers of training to be held regarding the implementation of a required Waiver Case Management Monitoring Tool as discussed in previous Case Management Work Group sessions. States are required to operate Home and Community Based Waiver programs in accordance with certain assurances, demonstrating that they meet a minimum level of compliance. As part of the ID/RD Waiver renewal, the waiver assurances were updated, leading to the need to collect additional information when monitoring. As a result, DDSN and DHHS have developed a Case Management Monitoring Tool to be used during all face-to-face visits which will allow the Waiver Case Manager to capture the information necessary to measure these assurances.

Two virtual sessions have been scheduled to provide training on this Waiver Case Management Tool. Waiver Case Managers should plan to attend one of the trainings listed below.

Tuesday May 17th, 11:00 am

[Click here to join the meeting](#)

Or call in (audio only)

+1 803-567-1681,,37997893# United States, Columbia

Phone Conference ID: 379 978 93#

Wednesday, May 18th, 2:00 pm

[Click here to join the meeting](#)

Or call in (audio only)

+1 803-567-1681,,511688486# United States, Columbia

Phone Conference ID: 511 688 486#

Questions may be directed to Jennifer Jaques (jjagues@ddsn.sc.gov) or Melissa Ritter (mritter@ddsn.sc.gov).
Thank you.