The Children’s Long-Term Support (CLTS) Waiver Program has made some changes related to rates, authorizing, and claim processes. Depending on the services you deliver, you will need to take certain actions.

This checklist will help you understand the changes made to service rates and navigate authorizations and claims processes.

For the providers of the following services:

<table>
<thead>
<tr>
<th>Services Included in Rate-Setting Initiative</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adult family home</td>
</tr>
<tr>
<td>Child care</td>
</tr>
<tr>
<td>Community integration services</td>
</tr>
<tr>
<td>Counseling and therapeutic services</td>
</tr>
<tr>
<td>Daily living skills training</td>
</tr>
</tbody>
</table>

What has changed:

- The Wisconsin Department of Health Services (DHS) has effectuated a statewide uniform rate schedule for the services above. County waiver agencies no longer set rates for these services. The CLTS Waiver Program rate schedule identifies the maximum amount a CLTS provider can be paid for each service by unit.

For more information regarding the CLTS Waiver Program Service Rates Initiative, visit: dhs.wisconsin.gov/hcbs/ratestructure.htm.

- The WPS Provider Portal allows you access to claim information, participant eligibility, provider remittance advice (PRA), secure messaging to WPS Contact Center, and, coming soon, authorizations.

Provider responsibility:

- You are responsible for determining your usual and customary costs, otherwise known as the amount it costs you to provide the service.

- Once your usual and customary costs have been determined, you will claim this cost for the identified service. When your usual and customary cost is lower than the amount identified in the CLTS rate schedule, you will be reimbursed at the lower amount.

- You must continue to follow all terms and conditions as documented in the CLTS Waiver Provider Medicaid Agreement, listed under the CLTS Waiver Resources tab.

- You will now access authorization information through the WPS Provider Portal. To access the WPS Provider Portal, visit: wpshealth.com/resources/provider-resources/clts.shtml.

Action required:

- Review CLTS Statewide Rate Schedule and associated materials.


  - Program Rate Schedule
  - Program Benefit Code Crosswalk
  - Outlier Rate Guidelines
  - Frequently Asked Questions
  - Interim Third-Party Administration (TPA) Guidance for Statewide Uniform Rates

- Register for the WPS Provider Portal at wpshealth.com/providers/index.shtml.

- In March 2020, watch the CLTS View Authorizations Webcast wpshealth.com/resources/provider-resources/clts.shtml. There will be content specific to services impacted by the rate initiative.
For the providers of the following services:

The services listed below are not included in the CLTS statewide uniform rate schedule. You will continue to determine rates as you have historically done.

### Services NOT Included in Rate-Setting Initiative

<table>
<thead>
<tr>
<th>Adaptive aids</th>
<th>Home modifications</th>
<th>Relocation services</th>
</tr>
</thead>
<tbody>
<tr>
<td>Children's foster care</td>
<td>Housing counseling</td>
<td>Specialized medical and therapeutic supplies</td>
</tr>
<tr>
<td>Communication aids</td>
<td>Personal emergency response systems</td>
<td>Training for unpaid caregivers</td>
</tr>
<tr>
<td>Consumer education and training</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### What has changed:

- The WPS Provider Portal allows access to claim information, participant eligibility, provider remittance advice (PRA), secure messaging to WPS Contact Center, and, coming soon, authorizations.

### Provider responsibility:

- You must continue to follow all terms and conditions as documented in the [CLTS Waiver Provider Medicaid Agreement](https://www.wpshealth.com/resources/provider-resources/clts.shtml), listed under the CLTS Waiver Resources tab.

- You will now access authorization information through the WPS Provider Portal. Register for the WPS Provider Portal at [wpshealth.com/providers/index.shtml](https://www.wpshealth.com/providers/index.shtml).

### Action required:

- Register for the WPS Provider Portal by visiting: [my.wpshealth.com/en/Provider/Anonymous#/ProviderRegistration](https://my.wpshealth.com/en/Provider/Anonymous#/ProviderRegistration). With this WPS Provider Portal, you will have access to claim information, participant eligibility, provider remittance advice (PRA), secure messaging to WPS Contact Center, and authorizations (coming soon).