October

Direct **S**upport **P**rofessional
OF THE MONTH!

DSP

Danielle Jones

October

Direct **S**upport **P**rofessional
OF THE MONTH!

DSP

Reese Wojtowicz

October

Direct **S**upport **P**rofessional
OF THE MONTH!

DSP

Shirley Fogus

DSP of the month

Apprel Grow

Amy Guy

Cherish Burn

THANKFUL

November

County Board Updates

- 2025 Levy

- Federal and State Updates

- 2026 Budget Highlights

Lisa Fuller-Grippi, SSA Manager
Service and Support Administration

Direct Line: 440-335-1552
Cell: 440-969-0846
On-call: 440-812-0553
Fax: 440-466-7047
Email: lisa.fuller@ashtabuladd.org

2505 South Ridge Road East
Ashtabula, Ohio 44004

www.ashtabuladd.org

SSA Department

**Jill Valentic,
Executive Director**

**440-992-2121
info@doyccac.org**

Catholic Charities
Diocese of Youngstown
Providing Help. Creating Hope.

Basic Needs Assistance

Financial Literacy Counseling

Representative Payeeship

Budget Counseling

Housing Assistance

Guardianship

Educational Programming

SSI SOAR Specialist

Down Payment Assistance

House Bill 309
Financial Sustainability

Toni Scurpa, Superintendent
Ashtabula County Board of Developmental Disabilities

Board Office: 440-335-1587
Direct Line: 440-335-1581
Cell: 440-650-4130
Email: toni.scurpa@ashtabuladd.org

2505 South Ridge Road East
Ashtabula, Ohio 44004

www.ashtabuladd.org

ISS Department

Jim Kemmerle, Manager
Investigative Services & Support

Office: 440-335-1573
Cell: 440-983-7002
Fax: 440-224-3696
After Hours Emergency: 440-812-0553
Email: james.kemmerle@ashtabuladd.org

2505 South Ridge Road East
Ashtabula, Ohio 44004

www.ashtabuladd.org

Health and Welfare Alert

Suicide Awareness and Prevention #65-10-25

People with developmental disabilities can be at a higher risk for suicide because of different risk factors, including co-occurring mental health diagnoses. Knowing the warning signs for suicide and how to get help can save lives.

Signs and Symptoms

These behaviors may be signs that someone is thinking about suicide:

- Talking about wanting to die
- Feeling hopeless, empty, or trapped
- Talking about being a burden
- Looking for ways to harm themselves
- Using more drugs or alcohol
- Withdrawing from friends and family
- Big changes in sleep or eating
- Acting anxious, angry, or reckless
- Talking a lot about death
- Saying they feel guilt, shame, or pain

What You Can Do

- Look for warning signs
- Remove things they could use to hurt themselves — especially guns
- Help them list healthy ways to cope (like music, exercise, journaling)
- Find people or activities that can distract and support them
- Involve trusted family or friends to help
- Tell their doctor, therapist, or other helpers
- Share emergency contacts like 988, 911, or their care team
- Create a safety plan together
- Check in on them regularly

A person with disabilities may also have other factors that make them more likely to commit suicide, including their disability status, mental health diagnosis, a history of trauma, recent stressful life events, chronic pain, or impulsive actions and agitation.

Ohioans who are experiencing a mental health or addiction crisis, and their family members, can call, text, or chat the 988 Suicide & Crisis Lifeline to reach a trained specialist who can offer help and support. The easy-to-remember, three-digit number provides 24/7, free and confidential support to Ohioans in a behavioral health crisis. 988 is a direct connection to compassionate, accessible care and support for anyone experiencing mental health related distress. That could be:

- thoughts of suicide,
- mental health or substance use crisis, or
- any other kind of emotional distress.

Ohio's 988 plan is part of the state's larger commitment to providing quality, person-centered crisis supports in communities across the state.

Check-in, Make a Difference

People with disabilities, families, direct support professionals, supervisors, co-workers, and everyone else in Ohio's support system can benefit from some additional connections. During this difficult time, everyone needs a little extra support. Checking in with someone and making a difference is as easy as 1, 2, 3.

Contact

A single contact can make all the difference. If you suspect someone you care for is going through a rough time, reaching out is the first step to providing the help they may need. You can be the one who initiates the connection that could potentially save a life.

Questions

All it takes is asking two simple questions to make someone feel connected and cared for:

- "How are you? You don't seem like yourself, and I want to know how you're really feeling because I care about you."
- "Do you need to talk? Sometimes talking can help make things feel a little bit better."

Resources

Coping with stress in a healthy way will make you, the people you care about, and your community stronger.

Suicide Prevention Toolkit   **988 Plain Language**

Safety Plan Template   **The ARC Suicide Prevention Video**

Additional resources can be found at The Department of Behavioral Health and The Ohio Department of Developmental Disabilities

When it's a Crisis

- Do not leave a person alone if they acknowledge thoughts of suicide. It is important to connect them to help and support. **Call 988** the Suicide & Crisis Lifeline to be connected to a trained person who can help you find resources in your area.
- If the person is in imminent danger — if they are trying to harm themselves or have already made a suicide attempt — call 911 for immediate action.

Fast Facts

- The Center for Disease Control and Prevention (CDC) reported that there was one death by suicide every 11 minutes in 2023 and over 49,000 people died by suicide that year alone.
- According to the Ohio Department of Health (ODH), suicide was the second leading cause of death in Ohio for age groups 10-14 and 20-34 in 2023.
- In 2024, seven Ohioans with development disabilities died by suicide. This was the most reported.
- Every year, around 200 people with developmental disabilities makes a suicide attempt.

ISS Department

OHIO'S
BLUE ENVELOPE
PROGRAM

- Reduces anxiety for concerned family/drivers
- Provides important information to law enforcement
- Improves communication during traffic stops and emergencies
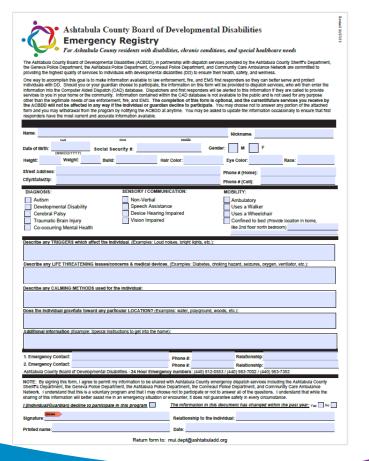- Available for use throughout Ohio

FREE Blue Envelope Packet includes:
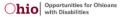Blue envelop- Keep important documents needed for traffic stops
Car Decal- Tells law enforcement or first responders that someone in the vehicle has a disability
Wallet Card- Carry with you to provide information quickly
Program Brochure- Explains how to use items in the packet.

ISS Department

ISS Department

Ohio | Opportunities for Ohioans with Disabilities

SECTION A To be completed by person with disability (if able and age 18 or over) or by the parent or guardian of person with disability. Please type or print legibly all requested information.

NAME OF PERSON WITH DISABILITY (REQUIRED)	DL / ID OF PERSON WITH DISABILITY (REQUIRED IF APPLICABLE)		
STREET ADDRESS	CITY		
STATE	ZIP CODE	COUNTY	TELEPHONE NUMBER
PERSON COMPLETING APPLICATION (REQUIRED IF APPLICABLE)	RELATIONSHIP TO APPLICANT (REQUIRED IF APPLICABLE)		
EMAIL ADDRESS FOR CONFIRMATION (OPTIONAL)			

The information above is true and accurate to the best of my understanding.

SIGNATURE OF APPLICANT OR PERSON COMPLETING APPLICATION (REQUIRED)	DATE SIGNED
X	

SECTION B To be completed by person with disability (if able and age 18 or over) or by the parent or guardian of person with disability. Please type or print legibly all requested information.

R.C. 3304.23 allows an applicant to list the license plate number of each vehicle owned, operated, or regularly occupied by the person diagnosed with a communication disability or a disability that can impair communication.

I would like to (Please choose one):

☐ be included in the database.

☐ be removed from the database.

License Plate Number(s) *(complete as many as necessary)*:

1.	2.	3.
4.	5.	6.
7.	8.	9.

SECTION C To be completed by physician, psychiatrist, or psychologist. Please type or print legibly all requested information. All information below is required for inclusion in the database.

NAME OF HEALTH CARE PROVIDER		MEDICAL LICENSE NUMBER	ISSUING STATE
BUSINESS ADDRESS		TITLE	
CITY	STATE	ZIP CODE	DAYTIME PHONE NUMBER

I certify that the above named person has been diagnosed with a communication disability or a disability that can impair communication as defined above by R.C. section 3304.23.

SIGNATURE OF HEALTH CARE PROVIDER (REQUIRED)	DATE SIGNED (REQUIRED)
X	

Warning: Knowingly making a false statement on this form constitutes falsification, a first degree misdemeanor punishable by criminal fines and imprisonment, and also may result in civil liability (R.C. 2921.13).

OOD Communication Disability Verification Form
Revised 06/08/2023
https://ood.ohio.gov/Information/Communication-Disability-Law-FAQ

ISS Department

WHAT YOU'LL GET

LifeVac® DEVICE
A simple, safe, and effective choking rescue device.

ADULT MASK

PEDIATRIC MASK

ONE-WAY VALVE
Air escapes through the vents, ensuring an object will never be pushed further into the airway.

Chat with us

Lifevac.net
877-543-3822

ISS Department

ISS Department

Questions

Medicaid Manager

Stephanie Chizmadia,
SSA Manager/Medicaid Manager
Service and Support Administration

Direct Line: 440-335-1560
Cell: 440-969-0855
On-call: 440-812-0553
Fax: 440-466-7047
Email: stephanie.chizmadia@ashtabuladd.org

2505 South Ridge Road East
Ashtabula, Ohio 44004

www.ashtabuladd.org

Medicaid Manager

MONTHLY RATE CALCULATOR (MRC) TRAINING

Join us for a comprehensive virtual training session provided by Dave Madaffer, MHSA, with the Ohio Department of Developmental Disabilities. This session provides a general overview of the Medicaid Reimbursement and Compliance (MRC) process—simplified for clarity and practical understanding. Participants will gain insight into how MRC supports program funding, compliance, and service sustainability within the DD system.

BENEFITS

- Learn the first steps to start offering this service
- Simple ways to document the service clearly
- Already billing MRC sites?
- Learn what's new and use this opportunity to have questions answered

Wednesday, January 21st

9:00 AM- 11:00 AM

Virtual Only

To register go to the following link or call:

REGISTER NOW

Phone Number:
440-983-3897

Ashtabula County Board of Developmental Disabilities

- January 21, 2025

- 9:00AM-11:00AM

- Virtual Only

Medicaid Manager

- OSOC

- Prior Authorizations

- Remote Support Services Changes

QCO Department

Manda Jackson, Director
Quality and Community Outreach

Office: 440-335-1586
Cell: 440-983-3218
After Hours & Emergency: 440-812-0553
Email: manda.jackson@ashtabuladd.org

2505 South Ridge Road East
Ashtabula, Ohio 44004   www.ashtabuladd.org

Lesley Michelson, QAPR Specialist
Quality and Community Outreach

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After Hours & Emergency: 440-812-0553
Email: lesley.michelson@ashtabuladd.org

2505 South Ridge Road East
Ashtabula, Ohio 44004   www.ashtabuladd.org

Andrea Klimko, QAPR Specialist
Quality and Community Outreach

Office: 440-335-1565
Cell: 440-983-3897
After Hours & Emergency: 440-812-0553
Email: andrea.klimko@ashtabuladd.org

2505 South Ridge Road East
Ashtabula, Ohio 44004   www.ashtabuladd.org

Haylee Mott, Community Outreach Specialist
Quality and Community Outreach

Office: 440-335-1588
Cell: 440-417-2127
After Hours & Emergency: 440-812-0553
Email: haylee.mott@ashtabuladd.org

2505 South Ridge Road East
Ashtabula, Ohio 44004   www.ashtabuladd.org

Angela Thomas, Community Outreach Specialist
Quality and Community Outreach

Direct Line: 440-335-1563
Cell: 440-983-3216
After Hours & Emergency: 440-812-0553
Email: angela.thomas@ashtabuladd.org
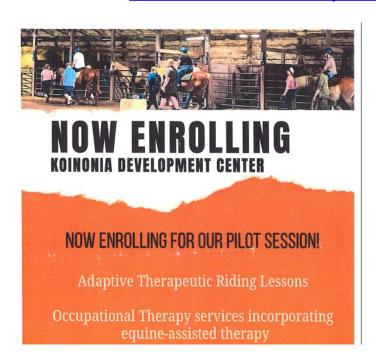
2505 South Ridge Road East
Ashtabula, Ohio 44004   www.ashtabuladd.org

QCO Department

Koinonia Camp & Conference Center

Angelina Gill, OTR/L
office@koinoniadevcenter.org

Settings Review Updates

Settings reviews ensure that individuals receiving HCBS services are in environments that meet HCBS Settings rule.

Reviews Are:
- Conducted by the Ohio Department of Medicaid (ODM)

- Occur when a new waiver setting is established- every 1-3 years after the initial review. (there is no schedule)

- Settings Review Tool and Exploratory Questions

Compliance Tool Updated November -2025
Independent Provider

Service Planning
- 1.001- Language Update
- 1.003- Language Update

Service Delivery & Documentation
- 5.004- Waiver Nursing- May not exceed 12 hours during a 24-hour period
- 5.012- Waiver Nursing Requirements
- 5.013- Guidance re: LPN's workin at the direction of an RN

MUI/UI
- 6.001- MUI/UI-Addition of language(time)
- 6.003, 6.007 & 6.008- Additional language to align with MUI/UI rule
- 6.004- Notation of no incidents each month
- 6.010- (NEW) Evidence of completed Appendix Review form has been submitted

Personnel & Policy
- 7.005- Applicable training required as an IP (Epi pen training is included with CPR/First Aid, stand alone is not needed)

QCO Department

Compliance Tool Updated November -2025
Agency Tool

<u>Same changes as listed on the Independent provider tool and the following:</u>
MUI/ UI
- 6.012- Notification of DOO or Admin

Personnel & Policy
- Entire section -Language update (DSP) employees in direct service positions
- 7.025- Licensed Res Facility Admin listed on Facility Record
- 7.026- <u>Direct support Assistants</u>- a person who is sixteen or seventeen years of age employed by an agency to provide limited duties while in the company of a <u>direct support professional.</u> (DSP Assistants have the same background checks and training requirements as a DSP's

Compliance Tool Updated November -2025
ICF-IID Tool

Personnel
- 2.001- Operators of Licensed Residential Facilities must employ an administrator and they must be listed on the facilities record.
- 2.013- Epi Pen training can be demonstrated through DSP's first CPR/ First Aid training
- 2.019- Direct Support Assistants

UI/MUI
- 8.004 Language to better align with rule
- 8.005- how to document zero incidents
- 8.009- Notification of employee returning to work (after they have been removed)
- 8.012- (NEW)Evidence of submitting the appropriate Appendix forms to the County Board
- 8.013- Notification of MUI to DOO within 1 working day
- 8.015- Annual Analysis is required to be completed by January 31st and submitted to the County Board by February 28th.

QCO Department

QCO Department

DODD Phase 5 Claims Validation Updates

Alt EVV Rule Approved, Resources Available

ODM's proposed EVV rules amendment to OAC 5160-32-02 and 5160-32-03 allowing independent providers to select an ODM-certified alternate EVV vendor has been approved. Make sure the selected Alt EVV system:

1. Complies with technical specifications
2. Adheres to business rules
3. Completes a technical certification process with Sandata
4. Successfully completes (or has previously completed) a demonstration with Ohio Medicaid.

Aligning DODD Claims with EVV Units

Department of Medicaid

DODD Claims Per Service Date
(calculated by the provider)

EVV Data Per Service Date
(calculated by the system)

Total minutes recorded / 15
NOTE: If there are 8 or more minutes left, add 1 unit.

Total units billed x total staff

EXAMPLES

2 staff for **1 person** for **6 hours**

DODD Billing: 2 staff = 24 units billed (using codes AMW or FMW)

EVV Calculation: 24 units x 2 staff = 48 total units needed from EVV

2 staff for **1 person** for **6 hours**

EVV Recording: Both staff record start and end times in EVV (under HPC service)

Calculation: 720 minutes / 15 = 48 total units

2 staff for **1 person** for **4 hours**

DODD Billing: (16 units x 2 staff) **+** (48 units x 2 staff) **= 128 total units needed from EVV**

& 2 staff for **1 person** for **12 hours**

EVV Calculation: 1920 minutes / 15 = 128 total units
NOTE: EVV will assign units to the date of service. Providers do not need to clock out at midnight for overnight shifts.

QCO Department

Competency-Based Training and Longevity Add-On

Independent Providers (.54 per 15 min unit)

- **Submit Proof of Experience (2years)**
- **60 hours Training**

All supporting documentation is submitted directly in the IP's application.

Direct Service Professionals (1.00 per hour)

- **Submit Proof of Experience (2 years)**
- **60 hours Training**

Proof of experience is submitted directly to your employer. The agency will verify two years work experience.

This add-on does not apply to OSOC hours

QCO Department
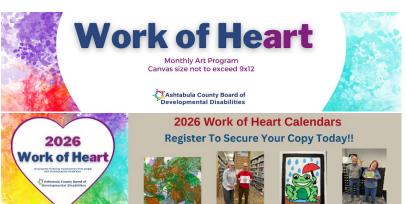
https://secondharvestfoodbank.org/find-help/2025-government-shutdown

Community Inclusion Activities

Work of Heart
Monthly Art Program
Canvas size not to exceed 9x12

Ashtabula County Board of
Developmental Disabilities

2026 Work of Heart Calendars
Register To Secure Your Copy Today!!

2026 Work of Heart
Art program featuring masterpieces from people with developmental disabilities
Ashtabula County Board of Developmental Disabilities

Ashtabula County Lights on the Lake
One Admission Ticket for Vehicle Entry
Open Friday, Saturday, Sunday - November 28 thru December 28
6:00pm-9:00pm
Must Pre-Register By Friday, November 21st
Limited Tickets Available

Friendsgiving Fun!
Wednesday, November 19th
5:30pm-7:30pm
At the Ashtabula County Board of Developmental Disabilities

Join ACBDD in a Parade!
ACBDD will have a float at many different parades this year.
Most are either on a Friday or Saturday at 6:00pm
PARADE

Door Decorating Contest
December 1st-December 12th

Community Connection Quarterly Talks for Advocates
Topic: Exploring Technology for Independence
Speaker: Andrea Klimko, ACBDD
Date: Tuesday, December 10th
Time: 10:00–11:00 AM
Location: Ashtabula County Board of DD

Ashtabula County Board of Developmental Disabilities
ACDL Catalog
Ashtabula 440.997.9341
Geneva 440.466.4521
Email: askus@acdl.info
Ashtabula | Geneva | Rookmobile | Lakeside
County Bookmobile
is coming to the
County Board Office on the
First Tuesday of each Month

QCO Department

And much more!

Ashtabula County

Ost People First of Ohio

When: Meetings are held the 3rd Friday of each month from 5:00pm-6:30pm

Where: Vitality Supported Living
471 Madison Street Conneaut, OH
(Parking lot and door on Route 20)

Ashtabula County

Kiwanis AKTION CLUB

When: Meetings are held the 3rd Monday of each month from 6:00pm-8:00pm

Where: Ashtabula County Board of DD
(2505 South Ridge Road East Kingsville, OH 44004)

Ashtabula County Board of Developmental Disabilities

Stay Connected!

Pajamas are encouraged!!

Ashtabula County Board of Developmental Disabilities Presents:
Sensory Movie Night
Thursday, December 18th
5:00pm
Hosted by The Ashtabula Public Library

Join the Virtual

Kiwanis AKTION CLUB

WE THRIVE TOGETHER
Start With Hello!

Meetings are on the 4th Friday of each month at 4:00 P.M. EST.

Sharing Resources. Building Community

Advocates welcomed to join us at our Resource & Outreach Table during upcoming community events!

Help share valuable resources, and connect with others to build stronger, more inclusive communities

Training Offered

MUI Refresher Training-**November 25, 2025**
Initial Medication Certification Category 1- **November 17 & 18th**
Initial Provider Training- **January 14, 2026**
Annual Provider Training-**December 10, 2025**
CPR/First Aid Blended Learning- **December 2, 2025**
Initial Medication Administration Category 2 & 3- **December 15, 2025**
Renewal Medication Certification Category 1, 2 & 3 -**December 16, 2025**
AEGIS Crisis Prevention & De-Escalation-**December 9, 2025**
Provider Orientation- **December 16, 2025**
Provider Open Office Hours - **Monthly on the first Tuesday**

All classes listed above are open for registration on the Ashtabula County Board of Developmental Disabilities website under the Provider support tab. https://www.ashtabuladd.org/

Questions or Additional Comments?

Thank You!
Next Provider Meeting
December 11, 2025

Virtual Only

Koinonia Development Center

Koinonia Camp

EQUINE- ASSISTED SERVICES

- Adaptive Therapeutic Riding
- Occupational Therapy
- Equine -Assisted Learning
- Upcoming   - Community Respite
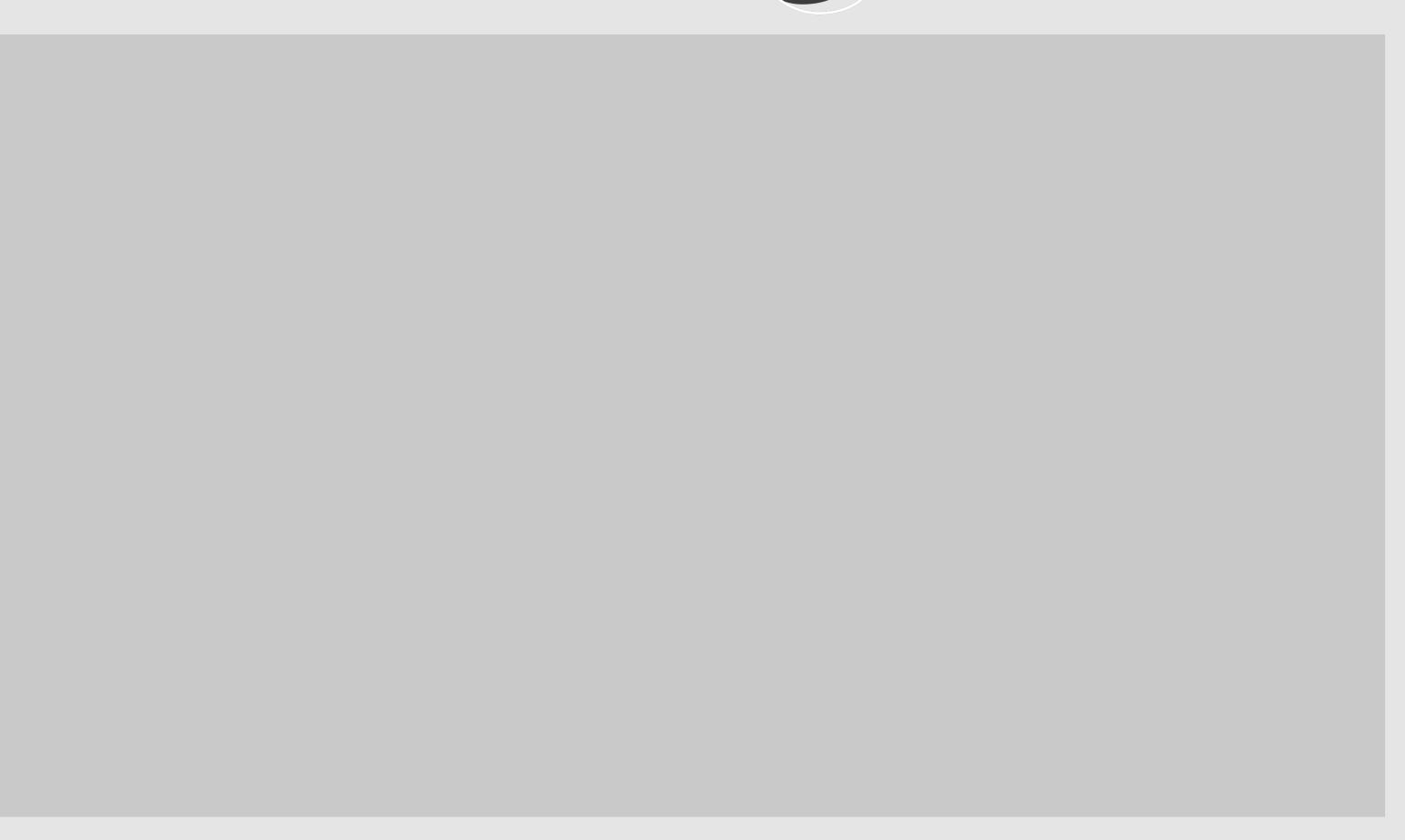
KOINONIA DEVELOPMENT CENTER

Mission

To transform lives through
inclusive community programs
and equine   -assisted activities
and therapy.

Occupational Therapy

Outpatient occupational therapy services to address client   -centered goals that support functional improvements in their daily life. The OT uses the movement of the horse and a variety of activities on or off the horse to improve functional skills.

Ages 2 and up

- Activities of Daily Living skills
- Fine Motor
- Gross Motor
- Balance and Strength
- Cognitive
- Sensory Processing
- Emotional Regulation
- Psychosocial

Currently self   -pay but in process of accepting Medicaid, Medicare and other private insurance.

Participants can pay and then submit a superbill for out of network insurance reimbursement.

We can accept participants with medicaid for 2026.

Adaptive Therapeutic Riding

Participants learn and participate in horsemanship skills including riding, grooming, tacking, and learning general horse knowledge in an inclusive environment designed to address their individual learning style. It addresses educational, social, , physical, and recreational goals of a participant. It is not focused on skilled therapy (OT, PT, or speech) but it may have therapeutic benefits including:

- ✓ Balance and coordination
- ✓ Confidence & Self-Esteem
- ✓ Social Skills and responsibility
- ✓ Increased Independence and focus

Funding:

Self Pay

Family Support Funds

Level 1 Waiver - PDGS Funds

We are open to exploring any additional funding avenues!

Equine - Assisted Learning

Typically unmounted horse -related activities designed to promote personal growth and development of life skills. This can be done in small groups of 4 -8 participants. Activities and goals may vary depending on the group but could include:

- Responsibility
- Team work
- Sensory exploration
- Problem solving
- Socialization skills.

Funding:

Self Pay per person or payment by the group organization

We are open to exploring any additional funding avenues!

Thank You

We would love to talk more about what our programs can offer clients that you support!
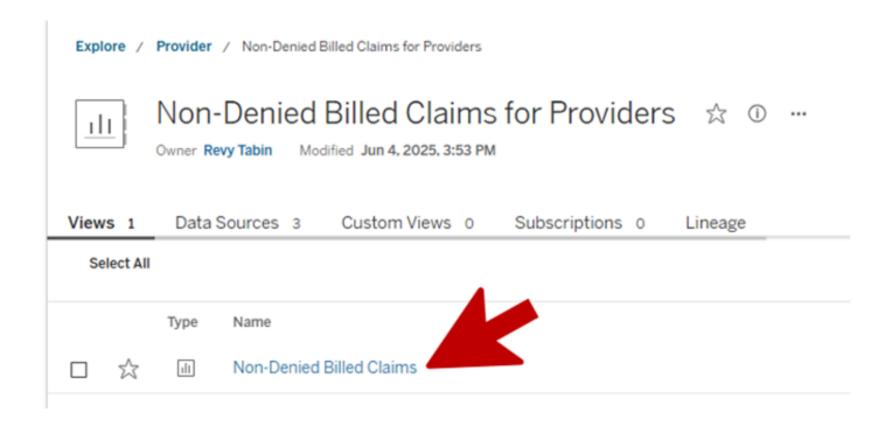
NON-DENIED BILLED CLAIMS FOR PROVIDERS

This report gives you details on the approved waiver claims you have billed.

When first opening the report, start by clicking "Non-Denied Billed Claims"

NON-DENIED BILLED CLAIMS FOR PROVIDERS

2
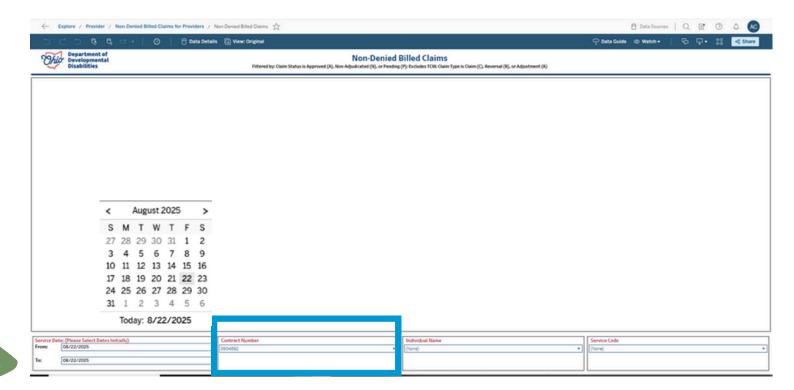
This report gives you details on the approved waiver claims you have billed.

When you open this report, your screen should look similar to the one below. Your contract number should be populated in the **contract number box**. If you are a billing agent, the dropdown arrow will reveal the contract numbers for the providers you serve.

Your first action on this dashboard will be to update the date filters. The dates are auto-populated for today to reduce loading time. Clicking on each date box will prompt a selection calendar, or you can type a date in the box. Once a range with data is selected, the data will auto-populate.

NON-DENIED BILLED CLAIMS FOR PROVIDERS
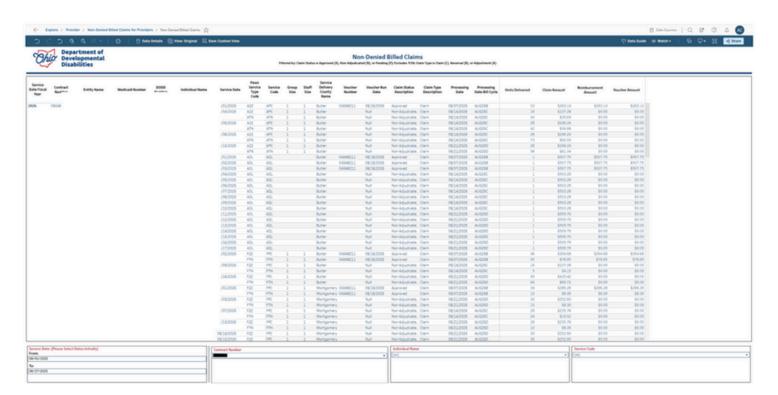
This report gives you details on the approved waiver claims you have billed.

Once the data is loaded, you will see

- Your contract number and name
- Details about the individual(s)
- Details about the claimed service
- The amounts and units claimed
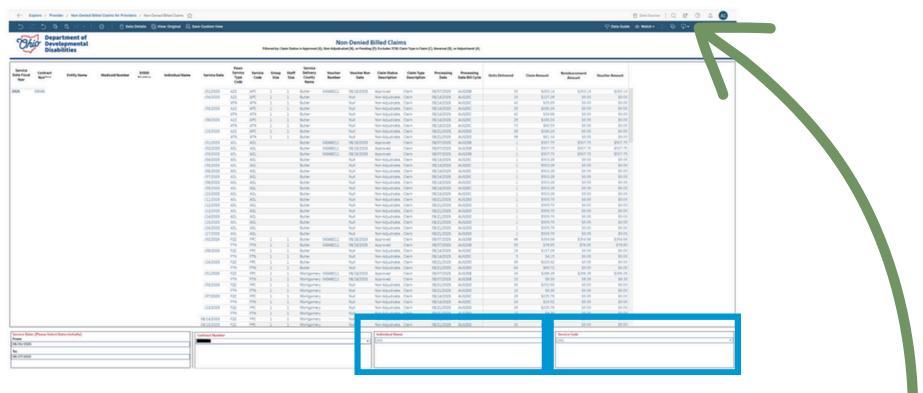
Due to your screen size and amount of data you may see a side-to-side and/or and up and down scroll bar on your middle report pane.

NON-DENIED BILLED CLAIMS FOR PROVIDERS

4

This report gives you details on the approved waiver claims you have billed.

The "Individual Name" and "service code" filters at the bottom can be used to further filter your results. Note, you will have to select "apply" after choosing your filter selections.

To download your report, click the square with a down arrow in the blue toolbar. Here you can download the data as an image, data file, crosstab (Excel file), PDF, or PowerPoint. If you select Crosstab, a pop-up will appear, allowing you to choose whether you want it as an Excel file or CSV. An Excel file will keep your provider and individual data merged (you will only see these values once, followed by blank spaces). To download an unmerged and unformatted version, where the data is on every line, download as a CSV.

DENIED BILLED CLAIMS FOR PROVIDERS WITH ERROR CODES

This report helps determine why a claim has been denied, and drills down to the claim's error code.

When first opening the report, start by clicking "Denied Billing Claims"
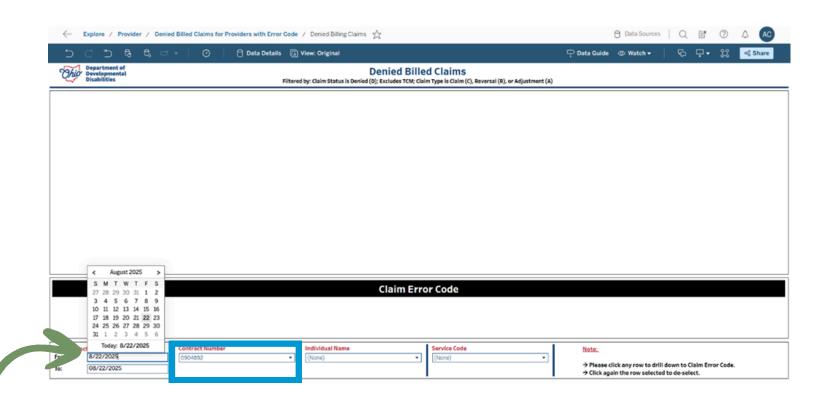
Explore / Provider / Denied Billed Claims for Providers with Error Code

Denied Billed Claims for Providers with Error Code ☆ ⓘ ···

Owner **Revy Tabin**   Modified **May 22, 2025, 3:57 PM**

Views 1   Data Sources 3   Custom Views 0   Subscriptions 0   Lineage

Select All

		Type	Name
☐	☆	📊	Denied Billing Claims

DENIED BILLED CLAIMS FOR PROVIDERS WITH ERROR CODES

2

This report helps determine why a claim has been denied, and drills down to the claim's error code.

When you open this report, your screen should look similar to the one below. Your contract number should be populated in the **contract number box**. If you are a billing agent, the dropdown arrow will reveal the contract numbers for the providers you serve.

Your first action on this dashboard will be to update the date filters. The dates are auto-populated for today to reduce loading time. Clicking on each date box will prompt a selection calendar, or you can type a date in the box. Once a range with data is selected, the data will auto-populate.

DENIED BILLED CLAIMS FOR PROVIDERS WITH ERROR CODES

3

This report helps determine why a claim has been denied, and drills down to the claim's error code.

Once the data is loaded, you will see

- Your contract number and name
- Details about the individual
- Details about the claimed service
- The amounts and units claimed

Due to your screen size and amount of data you may see a side-to-side and/or and up and down scroll bar on your middle report pane.

Department of Developmental Disabilities

DENIED BILLED CLAIMS FOR PROVIDERS WITH ERROR CODES

This report helps determine why a claim has been denied, and drills down to the claim's error code.

By clicking on the "service code description" of a claim, you will prompt the "Claim Error Code" report on the bottom of the dashboard. This will show the details of the error.
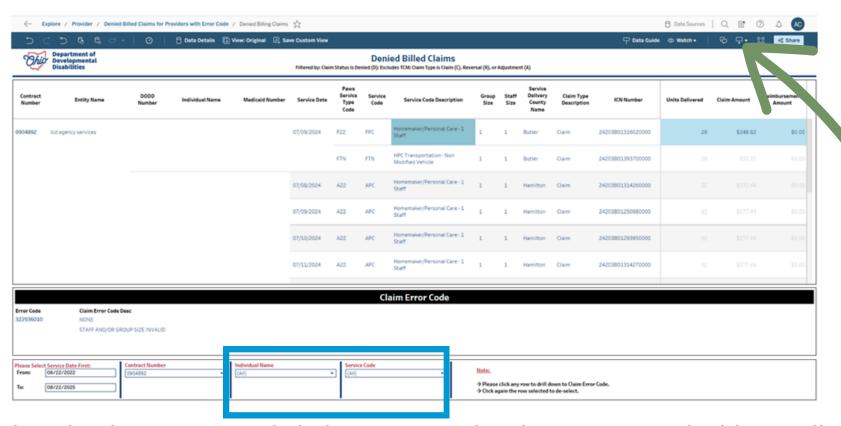
Use the single u-shaped back arrow to undo your last action. The double u-shaped arrow will reset the view and undo selections you have made.

DENIED BILLED CLAIMS FOR PROVIDERS WITH ERROR CODES

5

Department of Developmental Disabilities

This report helps determine why a claim has been denied, and drills down to the claim's error code.

The "Individual Name" and "service code" filters at the bottom can be used to further filter your results. Note, you will have to select "apply" after choosing your filter selections.

To download your report, click the square with a down arrow in the blue toolbar. Here you can download the data as an image, data file, crosstab (Excel file), PDF, or PowerPoint. If you select Crosstab, a pop-up will appear, allowing you to choose whether you want it as an Excel file or CSV. An Excel file will keep your provider and individual data merged (you will only see these values once, followed by blank spaces). To download an unmerged and unformatted version, where the data is on every line, download as a CSV.

Department of Developmental Disabilities

PATIENT LIABILITY DETAIL REPORT

This report shows the patient liability amount (the amount the individual is responsible for paying) as they apply to your claims.

When first opening the report, start by clicking "Patient Liability""
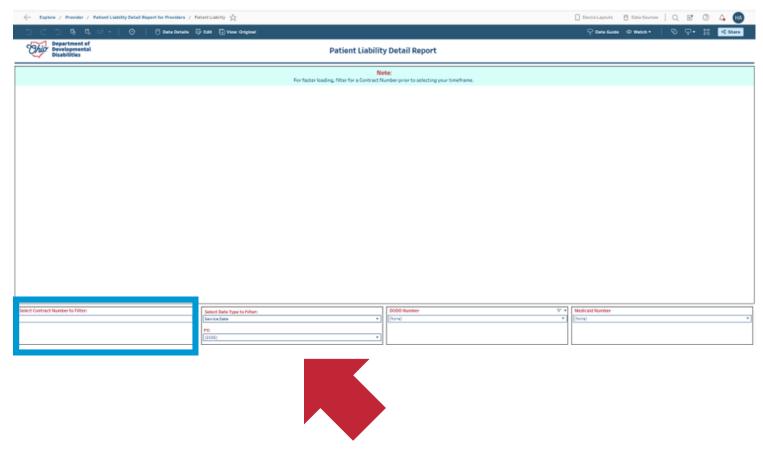
Explore / Provider / Patient Liability Detail Report for Providers

Patient Liability Detail Report for Providers ☆ ⓘ ⋯

Owner **Revy Tabin**   Modified **Jun 2, 2025, 9:45 AM**

[Edit Workbook]

Views 1   Data Sources 2   Custom Views 1   Subscriptions 0   Lineage

Select All

		Type	Name
☐	☆	ᎁᎁ	Patient Liability

![Department of Developmental Disabilities logo]

PATIENT LIABILITY DETAIL REPORT

This report shows the patient liability amount (the amount the individual is responsible for paying) as they apply to your claims.

2

When you open this report, your screen should look similar to the one below. Your contract number should be populated in the **contract number box**. If you are a billing agent, the dropdown arrow will reveal the contract numbers for the providers you serve.

Your first action on this dashboard will be to update the date filters. The dates are auto-populated for "none". Clicking on "Select Date Type to Filter" to select a date type, then click "FY" to select a fiscal year.
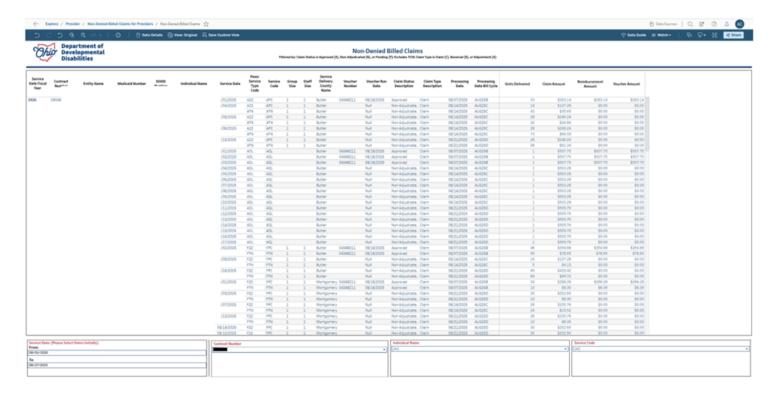
PATIENT LIABILITY DETAIL REPORT

This report shows the patient liability amount (the amount the individual is responsible for paying) as they apply to your claims.

Once the data is loaded, you will see

- Your contract number and name
- Details about the individual
- Details about the claimed service
- The payment source code, description, and amount

Due to your screen size and amount of data you may see a side-to-side and/or and up and down scroll bar on your middle report pane.

PATIENT LIABILITY DETAIL REPORT

4
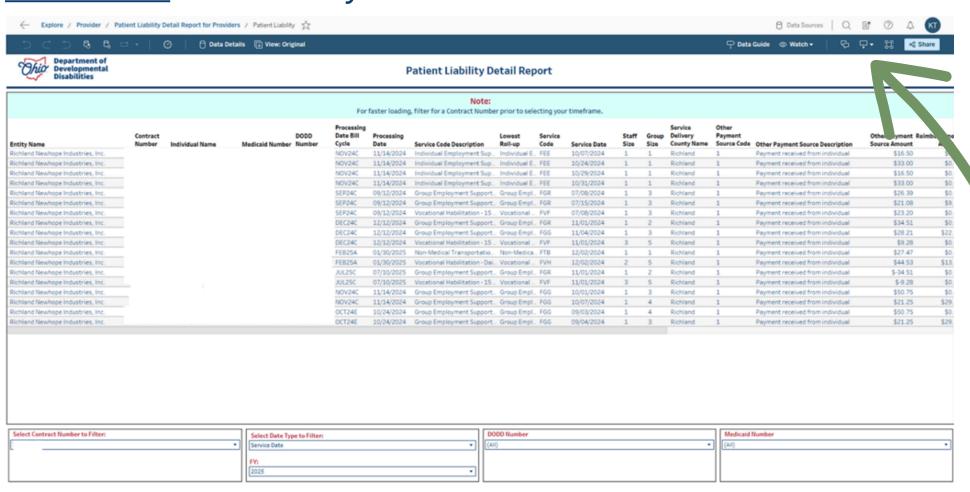
This report shows the patient liability amount (the amount the individual is responsible for paying) as they apply to your claims.

To download your report, click the square with a down arrow in the blue toolbar. Here you can download the data as an image, data file, crosstab (Excel file), PDF, or PowerPoint. If you select Crosstab, a pop-up will appear, allowing you to choose whether you want it as an Excel file or CSV. An Excel file will keep your provider and individual data merged (you will only see these values once, followed by blank spaces). To download an unmerged and unformatted version, where the data is on every line, download as a CSV.

Department of Developmental Disabilities

VOUCHER SUMMARY FOR PROVIDERS WITH DRILL THROUGH

This report shows you your waiver claims grouped by the voucher number.

When first opening the report, start by clicking "Denied Billing Claims"

Department of Developmental Disabilities

VOUCHER SUMMARY FOR PROVIDERS WITH DRILL THROUGH

2
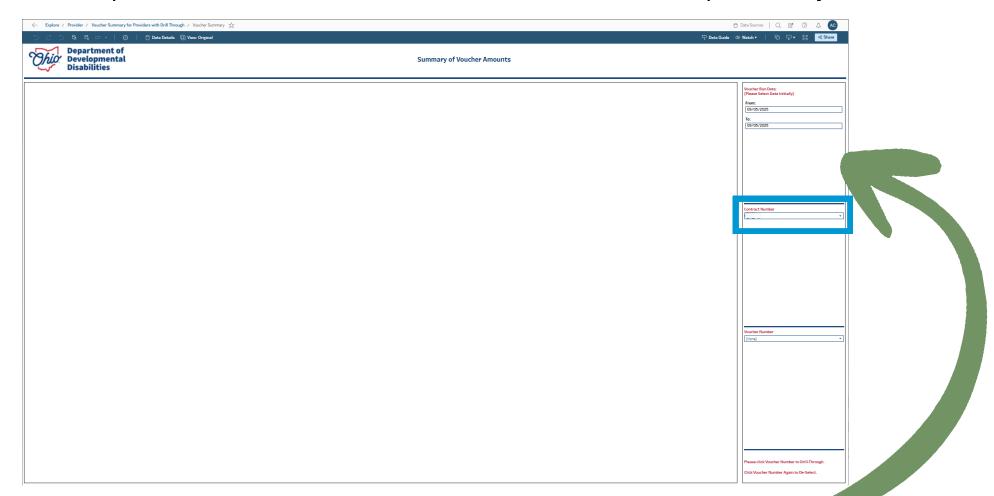
This report shows you your waiver claims grouped by the voucher number.

When you open this report, your screen should look similar to the one below. Your contract number should be populated in the **contract number box**. If you are a billing agent, the dropdown arrow will reveal the contract numbers for the providers you serve.

Your first action on this dashboard will be to update the date filters. The dates are auto-populated for today to reduce loading time. Clicking on each date box will prompt a selection calendar, or you can type a date in the box. Once a range with data is selected, the data will auto-populate.

Department of Developmental Disabilities

VOUCHER SUMMARY FOR PROVIDERS WITH DRILL THROUGH
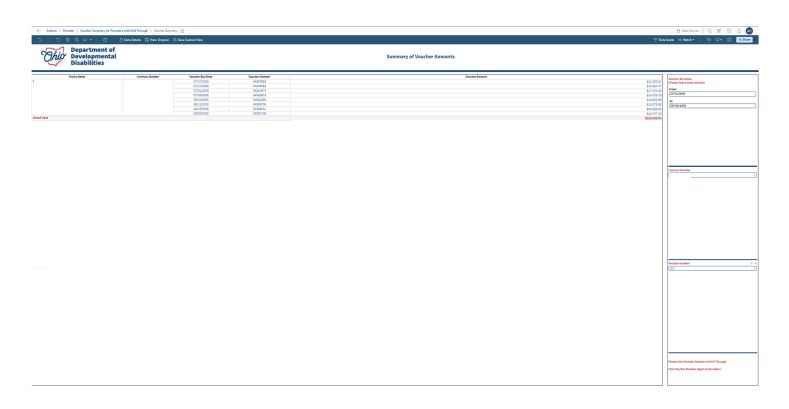
This report shows you your waiver claims grouped by the voucher number.

Once the data is loaded, you will see

- Your contract number and name
- Voucher Run Date(s)
- Voucher Number(s)
- Voucher Amount(s)

Due to your screen size and amount of data you may see a side-to-side and/or and up and down scroll bar on your middle report pane.
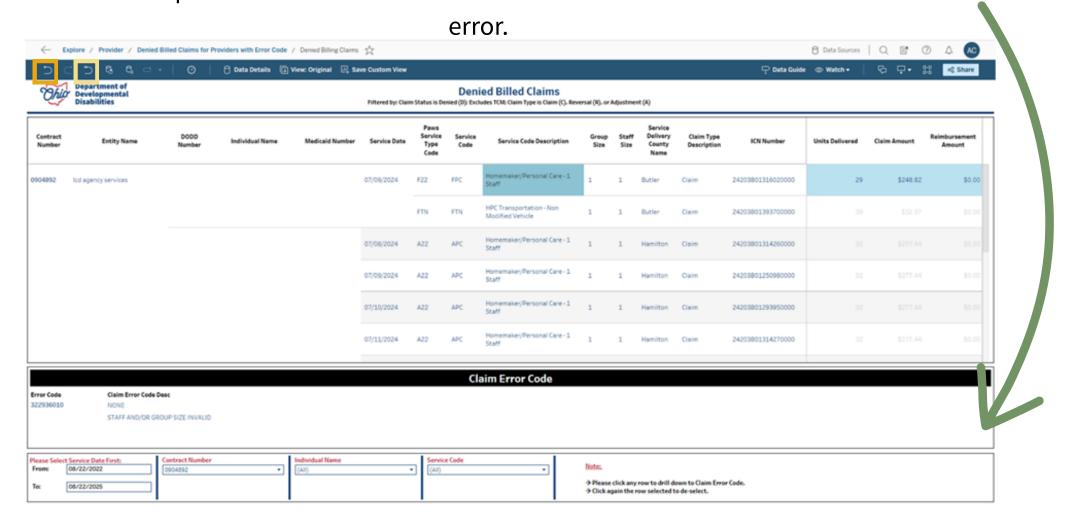
VOUCHER SUMMARY FOR PROVIDERS WITH DRILL THROUGH

This report shows you your waiver claims grouped by the voucher number.

By clicking on the "Voucher Amount", you will prompt the "Voucher Details" report to download on the page. This will show the details of the waiver claims billed within a voucher. Note: this report includes approved, non-ajudicated, and pending claims. TCM claims, reversals, and adjustments have been excluded.

You can use the "Voucher Number" filter to choose a specific, or multiple vouchers. Note, you will have to select "apply" after choosing your filter selections.

VOUCHER SUMMARY FOR PROVIDERS WITH DRILL THROUGH
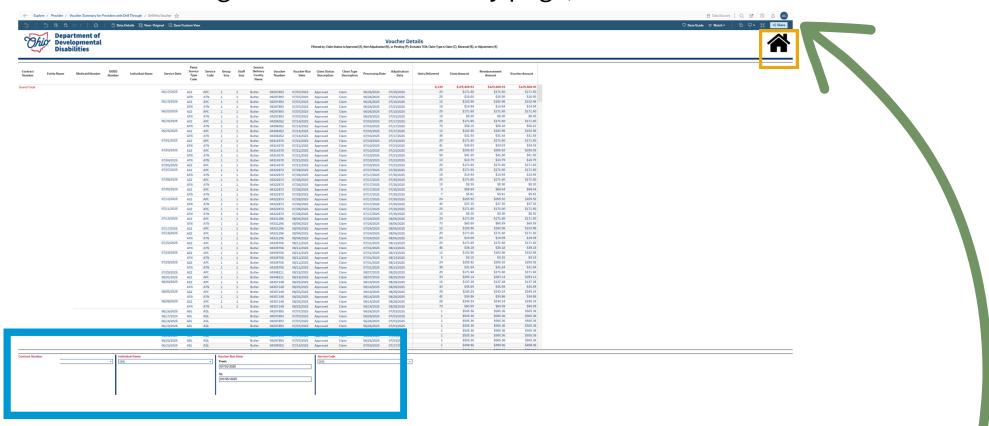
This report shows you your waiver claims grouped by the voucher number.

The "Individual Name" and "service code" filters at the bottom can be used to further filter your results. Note, you will have to select "apply" after choosing your filter selections. To go back to the summary page, select the home icon.

To download your report, click the square with a down arrow in the blue toolbar. Here you can download the data as an image, data file, crosstab (Excel file), PDF, or PowerPoint. If you select Crosstab, a pop-up will appear, allowing you to choose whether you want it as an Excel file or CSV. An Excel file will keep your provider and individual data merged (you will only see these values once, followed by blank spaces). To download an unmerged and unformatted version, where the data is on every line, download as a CSV.
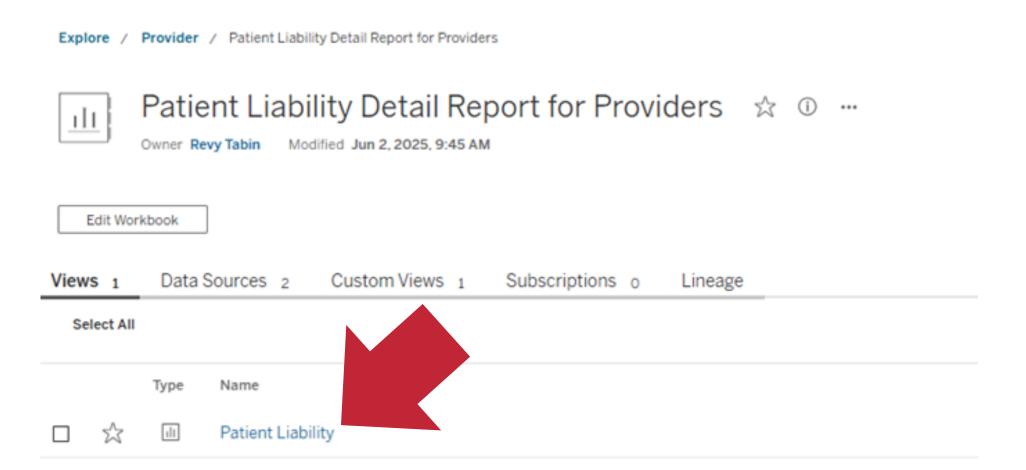
Department of Developmental Disabilities
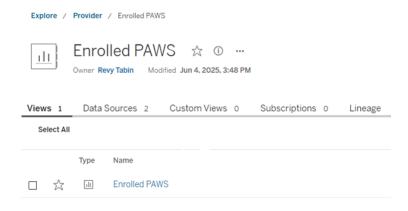
ENROLLED PAWS

This report lists individuals whom you
are authorized to serve under the County
Board-managed PAWS plan for services.

When first opening the report, start by clicking "Enrolled PAWS"
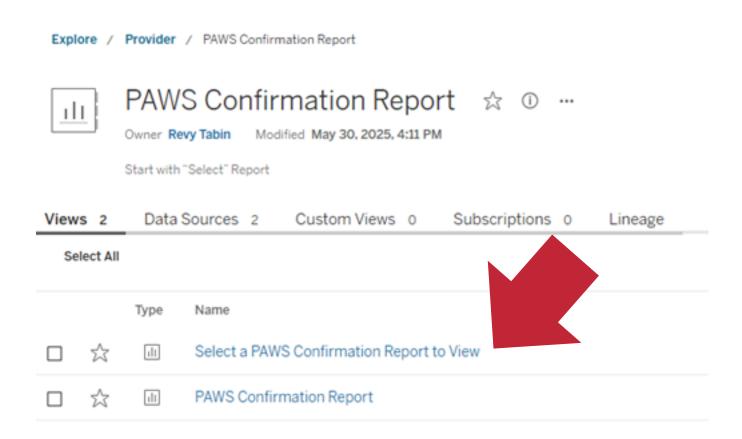
Explore / **Provider** / Enrolled PAWS

Enrolled PAWS ☆ ⓘ ⋯
Owner **Revy Tabin**   Modified **Jun 4, 2025, 3:48 PM**

Views 1   Data Sources 2   Custom Views 0   Subscriptions 0   Lineage

Select All

		Type	Name
☐	☆	ⅼⅼⅼ	Enrolled PAWS

PAWS CONFIRMATION REPORT

This report helps you confirm that an individual has a current PAWS plan and is authorized to receive the service you are providing.

When first opening the report, start by clicking "Select a PAWS Confirmation Report to View""

Explore / Provider / PAWS Confirmation Report

PAWS Confirmation Report ☆ ⓘ ⋯

Owner **Revy Tabin**   Modified **May 30, 2025, 4:11 PM**

Start with "Select" Report

| Views 2 | Data Sources 2 | Custom Views 0 | Subscriptions 0 | Lineage |

Select All

		Type	Name
☐	☆	ⅰⅼⅰ	Select a PAWS Confirmation Report to View
☐	☆	ⅰⅼⅰ	PAWS Confirmation Report

Department of Developmental Disabilities

PAWS CONFIRMATION REPORT

2

This report helps you confirm that an individual has a current PAWS plan and is authorized to receive the service you are providing.

When you open this report, your screen should look similar to the one below. Your contract number should be populated in the **contract number box**. If you are a billing agent, the dropdown arrow will reveal the contract numbers for the providers you serve.

The report icon in the top right corner will automatically take you to the detailed report of the first person on your list.

Your first action on this dashboard will be to find an individual. To see a specific individual, you can search for them by name, DODD Number, or Medicaid Number in the search box. To see the details of an individual's plan, left click on the individual's name, and it will take you to the detail report.
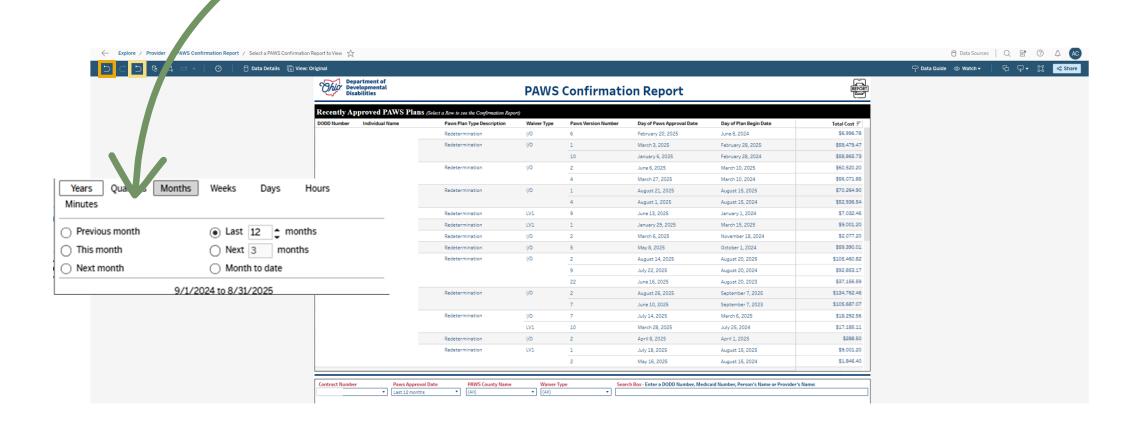
Department of Developmental Disabilities

PAWS CONFIRMATION REPORT

This report helps you confirm that an individual has a current PAWS plan and is authorized to receive the service you are providing.

Provided that you are currently serving individuals, the report should auto-populate to show a list of individuals you are serving with PAWS approval dates within the past 12 months. If you would like to change the dates shown, select the dropdown arrow beside "last 12 months" and you will see the pop-up to the left. Here you can select the relative dates of PAWS approval dates for your report.
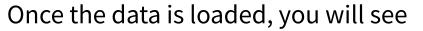
Use the single u-shaped back arrow to undo your last action. The double u-shaped arrow will reset the view and undo selections you have made.

PAWS CONFIRMATION REPORT

This report helps you confirm that an individual has a current PAWS plan and is authorized to receive the service you are providing.

Once the data is loaded, you will see
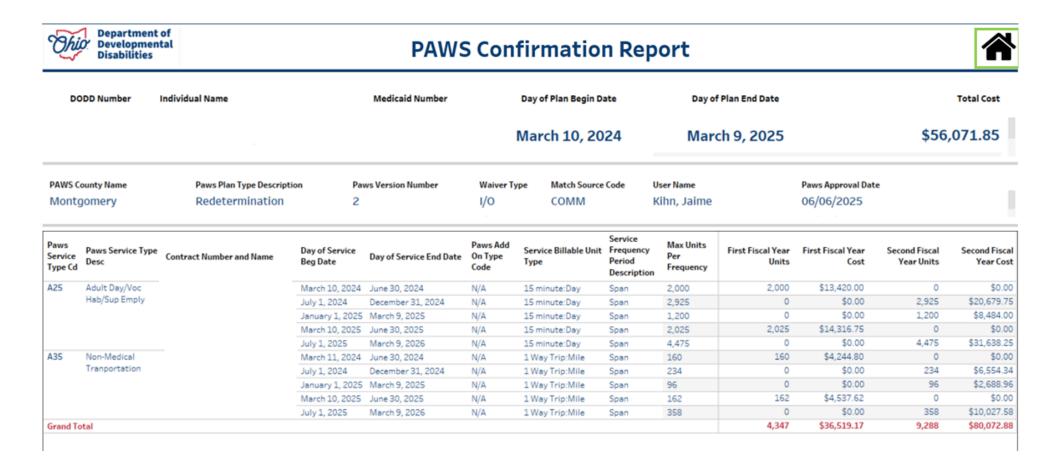
- A PAWS plan summary
- The services you are authorized to provide for that individual
- Your contract number and name
- Details on the dates and amounts for each authorized service

Department of Developmental Disabilities — PAWS Confirmation Report

DODD Number	Individual Name	Medicaid Number	Day of Plan Begin Date	Day of Plan End Date	Total Cost
			March 10, 2024	March 9, 2025	$56,071.85

PAWS County Name	Paws Plan Type Description	Paws Version Number	Waiver Type	Match Source Code	User Name	Paws Approval Date
Montgomery	Redetermination	2	I/O	COMM	Kihn, Jaime	06/06/2025

Paws Service Type Cd	Paws Service Type Desc	Contract Number and Name	Day of Service Beg Date	Day of Service End Date	Paws Add On Type Code	Service Billable Unit Type	Service Frequency Period Description	Max Units Per Frequency	First Fiscal Year Units	First Fiscal Year Cost	Second Fiscal Year Units	Second Fiscal Year Cost
A25	Adult Day/Voc Hab/Sup Emply		March 10, 2024	June 30, 2024	N/A	15 minute:Day	Span	2,000	2,000	$13,420.00	0	$0.00
			July 1, 2024	December 31, 2024	N/A	15 minute:Day	Span	2,925	0	$0.00	2,925	$20,679.75
			January 1, 2025	March 9, 2025	N/A	15 minute:Day	Span	1,200	0	$0.00	1,200	$8,484.00
			March 10, 2025	June 30, 2025	N/A	15 minute:Day	Span	2,025	2,025	$14,316.75	0	$0.00
			July 1, 2025	March 9, 2026	N/A	15 minute:Day	Span	4,475	0	$0.00	4,475	$31,638.25
A35	Non-Medical Tranportation		March 11, 2024	June 30, 2024	N/A	1 Way Trip:Mile	Span	160	160	$4,244.80	0	$0.00
			July 1, 2024	December 31, 2024	N/A	1 Way Trip:Mile	Span	234	0	$0.00	234	$6,554.34
			January 1, 2025	March 9, 2025	N/A	1 Way Trip:Mile	Span	96	0	$0.00	96	$2,688.96
			March 10, 2025	June 30, 2025	N/A	1 Way Trip:Mile	Span	162	162	$4,537.62	0	$0.00
			July 1, 2025	March 9, 2026	N/A	1 Way Trip:Mile	Span	358	0	$0.00	358	$10,027.58
Grand Total									4,347	$36,519.17	9,288	$80,072.88

You can also click on the home icon in the top right corner to navigate back to the list of individuals' recently approved PAWS plan.

PAWS CONFIRMATION REPORT

This report helps you confirm that an individual has a current PAWS plan and is authorized to receive the service you are providing.

5

To download your report, click the square with a down arrow in the blue toolbar. Here you can download the data as an image, data file, crosstab (Excel file), PDF, or PowerPoint. If you select Crosstab, a pop-up will appear, allowing you to choose whether you want it as an Excel file or CSV. An Excel file will keep your provider and individual data merged (you will only see these values once, followed by blank spaces). To download an unmerged and unformatted version, where the data is on every line, download as a CSV.

PAWS PLAN ENDING SOON FOR PROVIDER
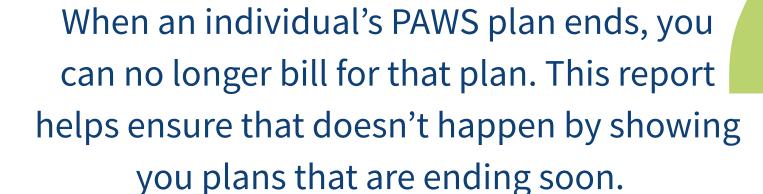
When an individual's PAWS plan ends, you can no longer bill for that plan. This report helps ensure that doesn't happen by showing you plans that are ending soon.

When first opening the report, start by clicking "Ending PAWS Plan"

Explore / Provider / PAWS Plans Ending Soon for Provider

PAWS Plans Ending Soon for Provider

Owner **Revy Tabin**   Modified Jun 23, 2025, 10:39 AM

Views 1	Data Sources 2	Custom Views 0	Subscriptions 0	Lineage

Select All

		Type	Name
☐	☆		Ending PAWS Plan

PAWS PLAN ENDING SOON FOR PROVIDER

2

When an individual's PAWS plan ends, you can no longer bill for that plan. This report helps ensure that doesn't happen by showing you plans that are ending soon.

When you open this report, your screen should look similar to the one below. Your contract number should be populated in the **contract number box**. If you are a billing agent, the dropdown arrow will reveal the contract numbers for the providers you serve.

Additional filters are: provider name, days to expiration (options shown below), DODD number, and individual name. The individual name and DODD number can either be selected from the list or looked up in the search box that shows when you select the dropdown arrow. Note, you will have to select "apply" after choosing individual.

This report will give you a list of all individuals you're serving that have a PAWS plan ending soon. The view on the left visualizes individuals with a PAWS ending soon by waiver type. The view on the right will show details about PAWS plan start and end date, waiver type, and how many days until it ends.

PAWS PLAN ENDING SOON FOR PROVIDER

When an individual's PAWS plan ends, you can no longer bill for that plan. This report helps ensure that doesn't happen by showing you plans that are ending soon.

Use the single u-shaped back arrow to undo your last action. The double u-shaped arrow will reset the view and undo selections you have made.

To download your report, click the square with a down arrow in the blue toolbar. Here you can download the data as an image, data file, crosstab (Excel file), PDF, or PowerPoint. If you select Crosstab, a pop-up will appear, allowing you to choose whether you want it as an Excel file or CSV. An Excel file will keep your provider and individual data merged (you will only see these values once, followed by blank spaces). To download an unmerged and unformatted version, where the data is on every line, download as a CSV.

PAWS UTILIZATION DETAIL

This report is helpful for seeing details about an individual's PAWS plan, then drilling down to the claims.

When first opening the report, start by clicking "PAWS Utilization"

Explore / Provider / PAWS Utilization Detail

PAWS Utilization Detail ☆ ⓘ ⋯

Owner **Revy Tabin**   Modified May 30, 2025, 4:16 PM

| Views 1 | Data Sources 2 | Custom Views 0 | Subscriptions 0 | Lineage |

Select All

		Type	Name
☐	☆	📊	PAWS Utilization

PAWS UTILIZATION DETAIL

This report is helpful for seeing details about an individual's PAWS plan, then drilling down to the claims.

When you open this report, your screen should look similar to the one below. Your contract number should be populated in the **contract number box**. If you are a billing agent, the dropdown arrow will reveal the contract numbers for the providers you serve.
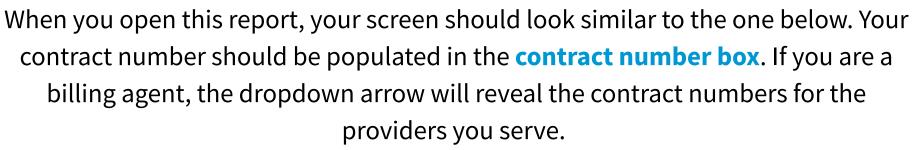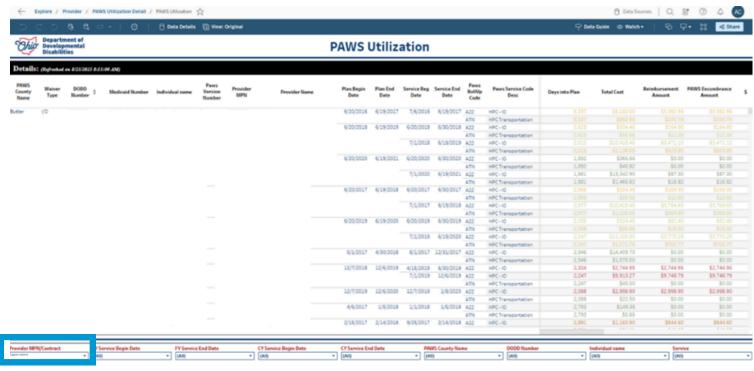
Your first action on this dashboard will be to update the filters. The filters available to you for this report are provider MPN/contract, FY service begin date and end date, CY service begin and end date, PAWS county name, DODD number, individual name, and service. Use the drop-down arrow beside each filter to make your filter selections. Note, you will have to select "apply" after choosing filter options in each filter box.

Due to your screen size and amount of data you may see a side-to-side and/or and up and down scroll bar on your middle report pane.

PAWS UTILIZATION DETAIL

This report is helpful for seeing details about an individual's PAWS plan, then drilling down to the claims.
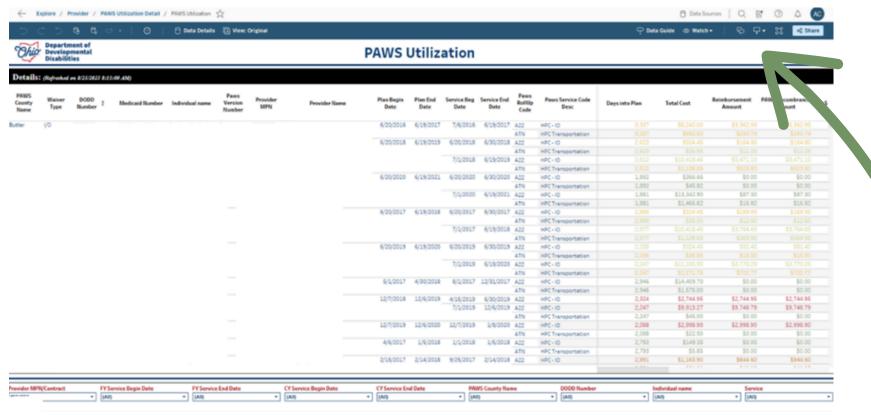
Once the data is loaded, you will see

- Individual identifiers
- Your contract number and name
- Details about the PAWS plan
- Metrics about utilization

Note:
The red, yellow, and green shading indicates how much utilization there has been for that line.

To download your report, click the square with a down arrow in the blue toolbar. Here you can download the data as an image, data file, crosstab (Excel file), PDF, or PowerPoint. If you select Crosstab, a pop-up will appear, allowing you to choose whether you want it as an Excel file or CSV. An Excel file will keep your provider and individual data merged (you will only see these values once, followed by blank spaces). To download an unmerged and unformatted version, where the data is on every line, download as a CSV.
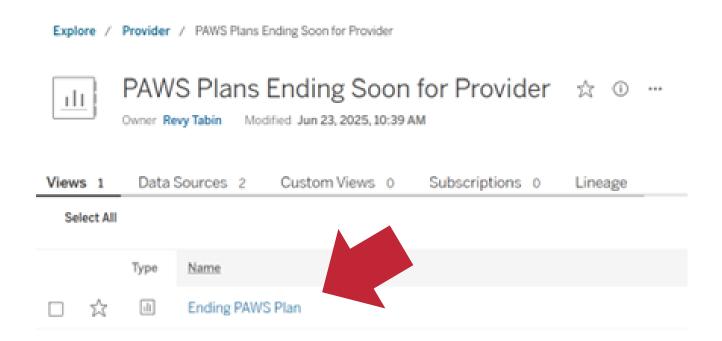
Department of Developmental Disabilities

PAWS UTILIZATION REPORT WITH ADD-ON

This report provides details about individuals' PAWS plans, including the component amounts that equal the PAWS encumbrance and reimbursement amounts.

When first opening the report, start by clicking "Provider PAWS Utilization"

Explore / **Provider** / PAWS Utilization Report with Add-On

PAWS Utilization Report with Add-On ☆ ⓘ ⋯

Owner **Mcgonigle, Hope**   Modified   Jun 10, 2025, 1:29 PM

Views 2   Data Sources 2   Custom Views 0   Subscriptions 0   Lineage

Select All

		Type	Name
☐	☆		Provider PAWS Utilization
☐	☆		Person PAWS Utilization

PAWS UTILIZATION REPORT WITH ADD-ON

Department of Developmental Disabilities

This report provides details about individuals' PAWS plans, including the component amounts that equal the PAWS encumbrance and reimbursement amounts.
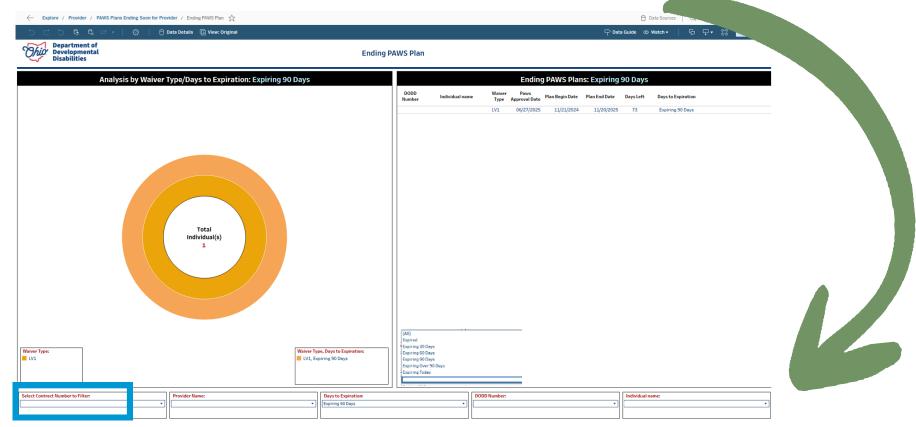
When you open this report, your screen should look similar to the one below. Your contract number should be populated in the **contract number box**. If you are a billing agent, the dropdown arrow will reveal the contract numbers for the providers you serve.

Your first action on this dashboard will be to update the filters. The filters available to you for this report are Provider Contract Number, FY service begin date and end date, Provider Name, Add-On Type, Has Overtime, Has Competency. Use the drop-down arrow beside each filter to make your filter selections. Note, you will have to select "apply" after choosing filter options in each filter box.

PAWS UTILIZATION REPORT WITH ADD-ON

This report provides details about individuals' PAWS plans, including the component amounts that equal the PAWS encumbrance and reimbursement amounts.

Once the data is loaded, you will see

- Your contract number and name
- Details about the individual
- Details about the claimed service
- The payment source code, description, and amount

This visualization is summarized by provider, to see a summary by individual, click "Person Summary"

Department of Developmental Disabilities

PAWS Utilization Report with Add-On

Person Summary

Provider Summarized Detail:
Claim Base Amount + Non-State-Funded Add-on Amount + State-Funded Add-on Amount + Competency Amount + Overtime = Reimbursement
Claim Base Amount + Non-State-Funded Add-on Amount + State-Funded Add-on Amount = Encumbrance
Very recent claims (pending at ODM) may affect the reimbursement shown.

Provider MPN	Provider Name	PAWS Service Type Cd	Paws Service Code Desc	FY Service Beg Date	FY Service End Date	Add-On Type	Total Authorization	Claim Amount	Claim Base Amount	Non-State Add-on Amount	State Add-on Amount	Competency Amount	Claim Overtime Amount	PAWS Encumbrance Amount	Reimbursement Amount
		A22	HPC - IO	07/01/2025	07/31/2025	N/A	$1,527.24	$514.80	$514.80	$0.00	$0.00	$0.00	$0.00	$514.80	$514.80
					08/14/2025	N/A	$7,367.50	$6,171.86	$6,171.86	$0.00	$0.00	$0.00	$0.00	$6,171.86	$6,171.86
					08/19/2025	Behavior	$11,148.00	$4,647.84	$4,167.60	$480.24	$0.00	$0.00	$0.00	$4,647.84	$4,647.84
					05/18/2026	N/A	$31,574.40	$3,912.48	$3,912.48	$0.00	$0.00	$0.00	$0.00	$3,912.48	$3,577.86
				08/15/2025	06/30/2026	N/A	$61,600.72	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
				08/20/2025	06/30/2026	Behavior	$70,232.40	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
		A25	Adult Day/Voc Hab/Sup Emply	07/01/2025	09/30/2025	N/A	$11,312.00	$7,423.50	$7,423.50	$0.00	$0.00	$0.00	$0.00	$7,423.50	$5,656.00
					10/31/2025	N/A	$9,222.00	$4,346.00	$4,346.00	$0.00	$0.00	$0.00	$0.00	$4,346.00	$3,286.00
					02/27/2026	N/A	$29,163.75	$6,539.75	$6,539.75	$0.00	$0.00	$0.00	$0.00	$6,539.75	$4,772.25
					03/09/2026	N/A	$31,638.25	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
		A35	Non-Medical Transportation	07/01/2025	09/30/2025	N/A	$3,710.08	$2,352.84	$2,352.84	$0.00	$0.00	$0.00	$0.00	$2,352.84	$1,792.64
					10/31/2025	N/A	$194.88	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
					11/17/2025	N/A	$1,154.00	$514.26	$514.26	$0.00	$0.00	$0.00	$0.00	$514.26	$399.90
					02/27/2026	N/A	$9,936.30	$2,072.74	$2,072.74	$0.00	$0.00	$0.00	$0.00	$2,072.74	$1,512.54
					03/09/2026	N/A	$10,027.58	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
					05/14/2026	N/A	$10,443.70	$2,019.50	$2,019.50	$0.00	$0.00	$0.00	$0.00	$2,019.50	$1,557.90
		A44	OSOC - IO	07/01/2025	08/19/2025	N/A	$2,961.25	$1,242.00	$1,242.00	$0.00	$0.00	$0.00	$0.00	$1,242.00	$1,242.00
				08/20/2025	06/30/2026	N/A	$18,630.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
		ADL	HPC - DBU	07/01/2025	09/06/2025	N/A	$21,693.64	$19,950.40	$19,633.85	$0.00	$0.00	$316.55	$0.00	$19,633.85	$15,458.70
					09/27/2025	N/A	$43,233.70	$31,258.53	$30,762.85	$0.00	$0.00	$495.68	$0.00	$30,762.85	$24,175.51
				09/07/2025	06/30/2026	N/A	$107,238.58	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
				09/28/2025	06/30/2026	N/A	$126,136.06	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
		ATN	HPC Transportation	07/01/2025	07/31/2025	N/A	$332.00	$117.03	$117.03	$0.00	$0.00	$0.00	$0.00	$117.03	$117.03
					08/19/2025	N/A	$341.13	$159.36	$159.36	$0.00	$0.00	$0.00	$0.00	$159.36	$159.36
					09/06/2025	N/A	$652.83	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
					09/27/2025	N/A	$733.13	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
					05/18/2026	N/A	$4,443.82	$584.32	$584.32	$0.00	$0.00	$0.00	$0.00	$584.32	$527.05
				08/20/2025	06/30/2026	N/A	$2,148.04	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
				09/07/2025	06/30/2026	N/A	$2,851.17	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
				09/28/2025	06/30/2026	N/A	$2,272.45	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
		F22	HPC	07/01/2025	08/14/2025	N/A	$2,213.64	$2,042.04	$2,042.04	$0.00	$0.00	$0.00	$0.00	$2,042.04	$2,042.04
					11/20/2025	N/A	$20,645.84	$7,889.54	$7,889.54	$0.00	$0.00	$0.00	$0.00	$7,889.54	$6,373.94
					03/06/2026	N/A	$17,976.70	$2,222.88	$2,222.88	$0.00	$0.00	$0.00	$0.00	$2,222.88	$2,222.88
				08/15/2025	06/30/2026	N/A	$31,385.64	$1,301.38	$1,301.38	$0.00	$0.00	$0.00	$0.00	$1,301.38	$420.42
		F25	Adult Day/Voc Hab/Sup Emply	07/01/2025	06/14/2026	N/A	$31,292.75	$5,009.00	$5,009.00	$0.00	$0.00	$0.00	$0.00	$5,009.00	$3,830.50
		F35	Non-Medical Transportation	07/01/2025	08/14/2025	N/A	$1,096.30	$1,038.60	$1,038.60	$0.00	$0.00	$0.00	$0.00	$1,038.60	$1,038.60
					09/30/2025	N/A	$3,808.20	$2,423.40	$2,423.40	$0.00	$0.00	$0.00	$0.00	$2,423.40	$1,846.40
					10/27/2025	N/A	$2,019.50	$980.90	$980.90	$0.00	$0.00	$0.00	$0.00	$980.90	$750.10
					12/31/2025	N/A	$4,500.60	$1,500.20	$1,500.20	$0.00	$0.00	$0.00	$0.00	$1,500.20	$1,154.00
					02/27/2026	N/A	$6,058.50	$1,384.80	$1,384.80	$0.00	$0.00	$0.00	$0.00	$1,384.80	$1,038.60
					03/14/2026	N/A	$6,404.70	$1,182.85	$1,182.85	$0.00	$0.00	$0.00	$0.00	$1,182.85	$894.35

Select Contract Number to Filter:	FY Service End Date:	Provider Name:	Year of FY Service Beg Date:	Add-On Type:	Has Overtime?	Has Competency?
	This year		FY 2026	(All)	(All)	(All)

Due to your screen size and amount of data you may see a side-to-side and/or and up and down scroll bar on your middle report pane.
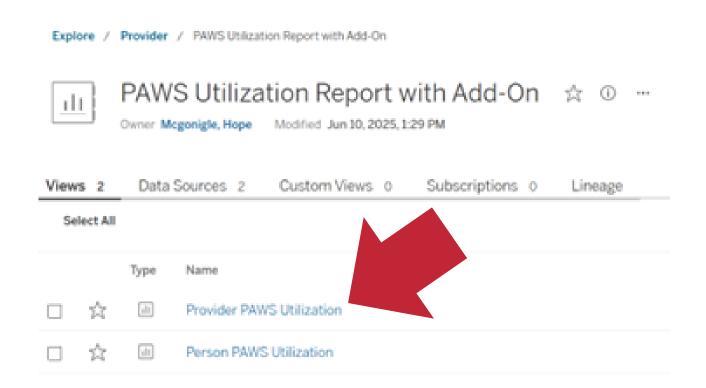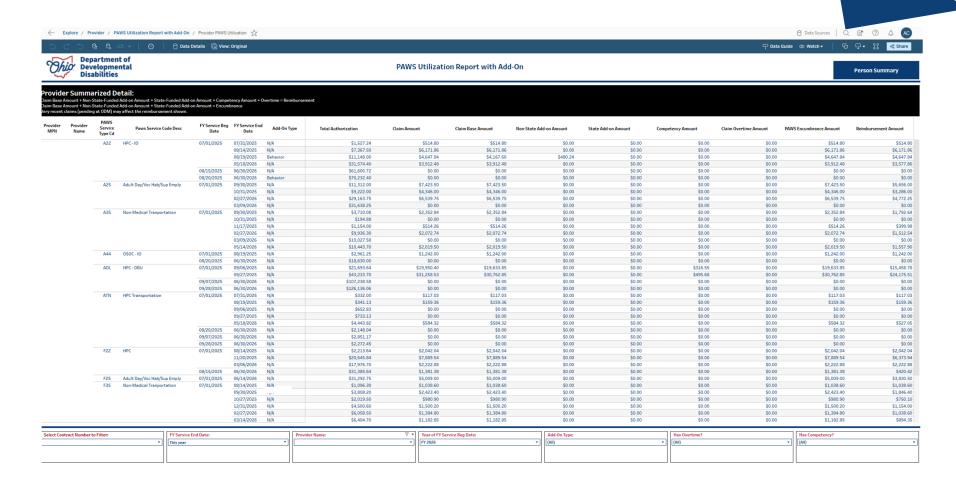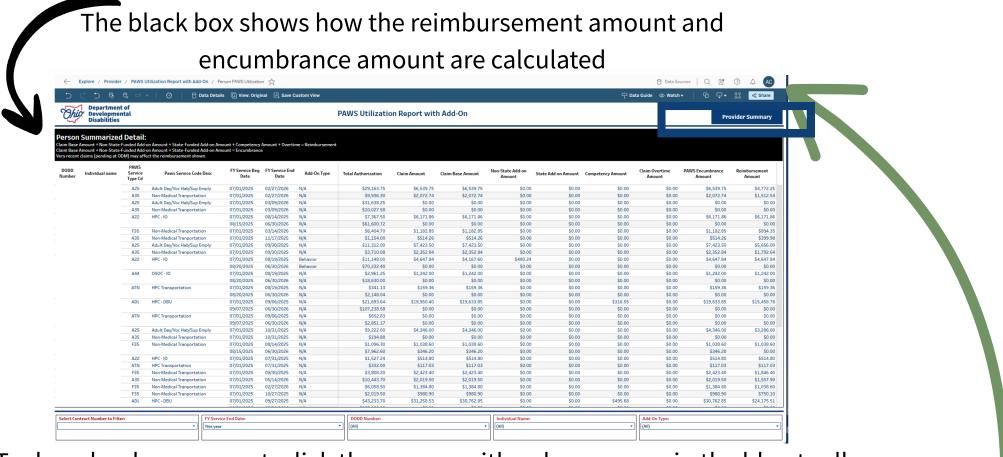
PAWS UTILIZATION REPORT WITH ADD-ON

4

This report provides details about individuals' PAWS plans, including the component amounts that equal the PAWS encumbrance and reimbursement amounts.

From the Person Summary vizulization you see PAWS and Claims information summarized by the individual. To go back to the Provider Summary, click on the blue "Provider Summary" box.

The black box shows how the reimbursement amount and encumbrance amount are calculated

PAWS Utilization Report with Add-On — Provider Summary

Person Summarized Detail:
Claim Base Amount + Non-State-Funded Add-on Amount + State-Funded Add-on Amount + Competency Amount + Overtime = Reimbursement
Claim Base Amount + Non-State-Funded Add-on Amount + State-Funded Add-on Amount = Encumbrance
Very recent claims (pending at ODM) may affect the reimbursement shown.

DODD Number	Individual name	PAWS Service Type Cd	Paws Service Code Desc	FY Service Beg Date	FY Service End Date	Add-On Type	Total Authorization	Claim Amount	Claim Base Amount	Non-State Add-on Amount	State Add-on Amount	Competency Amount	Claim Overtime Amount	PAWS Encumbrance Amount	Reimbursement Amount
		A2S	Adult Day/Voc Hab/Sup Emply	07/01/2025	02/27/2026	N/A	$29,163.75	$6,539.75	$6,539.75	$0.00	$0.00	$0.00	$0.00	$6,539.75	$4,772.25
		A3S	Non-Medical Transportation	07/01/2025	02/27/2026	N/A	$9,936.30	$2,072.74	$2,072.74	$0.00	$0.00	$0.00	$0.00	$2,072.74	$1,512.54
		A2S	Adult Day/Voc Hab/Sup Emply	07/01/2025	03/09/2026	N/A	$31,638.25	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
		A3S	Non-Medical Transportation	07/01/2025	03/09/2026	N/A	$10,027.58	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
		A22	HPC - IO	07/01/2025	08/14/2025	N/A	$7,367.50	$6,171.86	$6,171.86	$0.00	$0.00	$0.00	$0.00	$6,171.86	$6,171.86
				08/15/2026	06/30/2026	N/A	$61,600.72	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
		F3S	Non-Medical Transportation	07/01/2025	03/14/2026	N/A	$6,404.70	$1,182.85	$1,182.85	$0.00	$0.00	$0.00	$0.00	$1,182.85	$894.35
		A3S	Non-Medical Transportation	07/01/2025	11/17/2025	N/A	$1,154.00	$514.26	$514.26	$0.00	$0.00	$0.00	$0.00	$514.26	$399.98
		A2S	Adult Day/Voc Hab/Sup Emply	07/01/2025	09/30/2025	N/A	$11,312.00	$7,423.50	$7,423.50	$0.00	$0.00	$0.00	$0.00	$7,423.50	$5,656.00
		A3S	Non-Medical Transportation	07/01/2025	09/30/2025	N/A	$3,710.08	$2,352.84	$2,352.84	$0.00	$0.00	$0.00	$0.00	$2,352.84	$1,792.64
		A22	HPC - IO	07/01/2025	08/19/2025	Behavior	$11,148.00	$4,647.84	$4,167.60	$480.24	$0.00	$0.00	$0.00	$4,647.84	$4,647.84
				08/20/2025	06/30/2026	Behavior	$70,232.40	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
		A44	OSOC - IO	07/01/2025	08/19/2025	N/A	$2,961.25	$1,242.00	$1,242.00	$0.00	$0.00	$0.00	$0.00	$1,242.00	$1,242.00
				08/20/2025	06/30/2026	N/A	$18,630.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
		ATN	HPC Transportation	07/01/2025	08/19/2025	N/A	$341.13	$159.36	$159.36	$0.00	$0.00	$0.00	$0.00	$159.36	$159.36
				08/20/2025	06/30/2026	N/A	$2,148.04	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
		ADL	HPC - DBU	07/01/2025	09/06/2025	N/A	$21,693.64	$19,950.40	$19,633.85	$0.00	$0.00	$316.55	$0.00	$19,633.85	$15,458.78
				09/07/2025	06/30/2026	N/A	$107,238.58	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
		ATN	HPC Transportation	07/01/2025	09/06/2025	N/A	$652.83	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
				09/07/2025	06/30/2026	N/A	$2,851.17	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
		A2S	Adult Day/Voc Hab/Sup Emply	07/01/2025	10/31/2025	N/A	$9,222.00	$4,346.00	$4,346.00	$0.00	$0.00	$0.00	$0.00	$4,346.00	$3,286.00
		A3S	Non-Medical Transportation	07/01/2025	10/31/2025	N/A	$194.88	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
		F3S	Non-Medical Transportation	07/01/2025	08/14/2025	N/A	$1,096.30	$1,038.60	$1,038.60	$0.00	$0.00	$0.00	$0.00	$1,038.60	$1,038.60
				08/15/2026	06/30/2026	N/A	$7,962.60	$346.20	$346.20	$0.00	$0.00	$0.00	$0.00	$346.20	$0.00
		A22	HPC - IO	07/01/2025	07/31/2025	N/A	$1,527.24	$514.80	$514.80	$0.00	$0.00	$0.00	$0.00	$514.80	$514.80
		ATN	HPC Transportation	07/01/2025	07/31/2025	N/A	$332.00	$117.03	$117.03	$0.00	$0.00	$0.00	$0.00	$117.03	$117.03
		F3S	Non-Medical Transportation	07/01/2025	09/30/2025	N/A	$3,808.20	$2,423.40	$2,423.40	$0.00	$0.00	$0.00	$0.00	$2,423.40	$1,846.40
		A3S	Non-Medical Transportation	07/01/2025	05/14/2026	N/A	$10,443.70	$2,019.50	$2,019.50	$0.00	$0.00	$0.00	$0.00	$2,019.50	$1,557.50
		F3S	Non-Medical Transportation	07/01/2025	02/27/2026	N/A	$6,058.50	$1,384.80	$1,384.80	$0.00	$0.00	$0.00	$0.00	$1,384.80	$1,038.60
		F3S	Non-Medical Transportation	07/01/2025	10/27/2025	N/A	$2,019.50	$980.90	$980.90	$0.00	$0.00	$0.00	$0.00	$980.90	$750.10
		ADL	HPC - DBU	07/01/2025	09/27/2025	N/A	$43,233.70	$31,258.53	$30,762.85	$0.00	$0.00	$495.68	$0.00	$30,762.85	$24,175.51

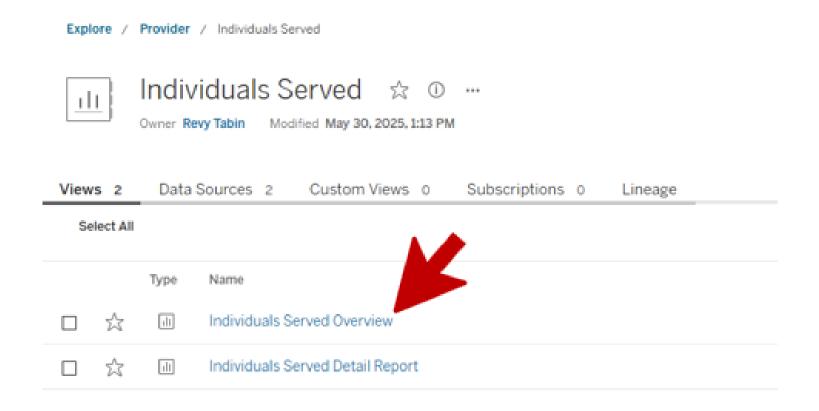| Select Contract Number to Filter:	FY Service End Date: This year	DODD Number: (All)	Individual Name: (All)	Add-On Type: (All)

To download your report, click the square with a down arrow in the blue toolbar. Here you can download the data as an image, data file, crosstab (Excel file), PDF, or PowerPoint. If you select Crosstab, a pop-up will appear, allowing you to choose whether you want it as an Excel file or CSV. An Excel file will keep your provider and individual data merged (you will only see these values once, followed by blank spaces). To download an unmerged and unformatted version, where the data is on every line, download as a CSV.
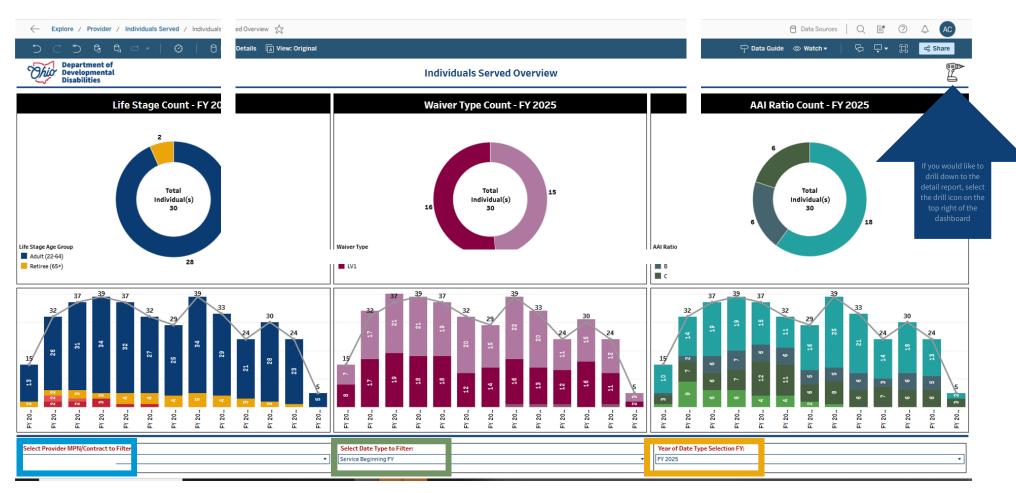
INDIVIDUALS SERVED

This report is comprised of two dashboards, "Individual Served Overview" and "Individuals Served Detail Report." The overview shows graphs of some common metrics concerning those you serve, and the detail shows you a list of individuals you serve with relevant demographics and details.

When first opening the report, start by clicking "Individuals Served Overview"

Explore / Provider / Individuals Served

Individuals Served ☆ ⓘ ⋯
Owner **Revy Tabin**   Modified   May 30, 2025, 1:13 PM

Views **2**   Data Sources **2**   Custom Views **0**   Subscriptions **0**   Lineage

Select All

		Type	Name
☐	☆	⬚	Individuals Served Overview
☐	☆	⬚	Individuals Served Detail Report

INDIVIDUALS SERVED

2

This report is comprised of two dashboards, "Individual Served Overview" and "Individuals Served Detail Report." The overview shows graphs of some common metrics concerning those you serve, and the detail shows you a list of individuals you serve with relevant demographics and details.
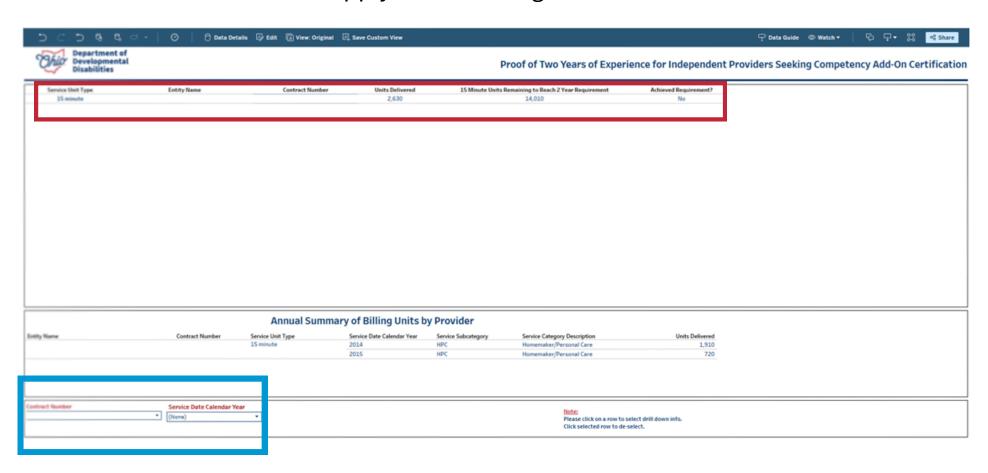
When you open this report, your screen should look similar to the one below. Your contract number should be populated in the **contract number box**. If you are a billing agent, the dropdown arrow will reveal the contract numbers for the providers you serve.

The "Individuals Served Overview" auto populates to show individual focused metrics with Service begin dates in the current State Fiscal Year. The middle filter at the bottom of the dashboard will allow you to toggle between "service begin" and "plan begin dates". To the right is a filter allowing you to select one or multiple fiscal years. Note, you will have to select "apply" after choosing your date filter. If you are a billing agent, use the dropdown arrow on the "select a provider" filter to reveal the contract numbers for the providers you serve.
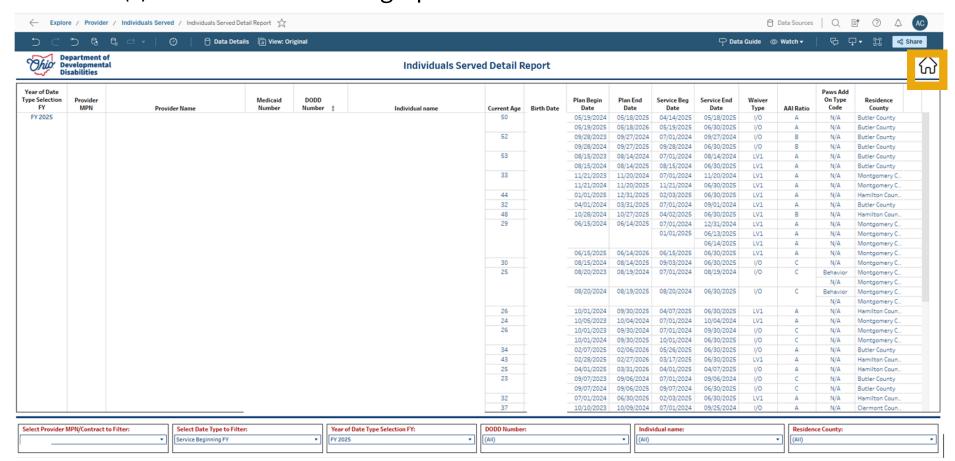
INDIVIDUALS SERVED

This report is comprised of two dashboards, "Individual Served Overview" and "Individuals Served Detail Report." The overview shows graphs of some common metrics concerning those you serve, and the detail shows you a list of individuals you serve with relevant demographics and details.

Once the data is loaded, you will see
- The fiscal year(s) that is chosen
- Your contract number
- Individual(s)identifiers and demographics

The detail report will not inherit your filters from the overview report. After navigating to the detail report, reselect your filters. Here you will see the same filters, plus ones for finding an individual (by name or DODD number) and residence county. The fiscal year filter on this view will only allow you to select one fiscal year at a time.
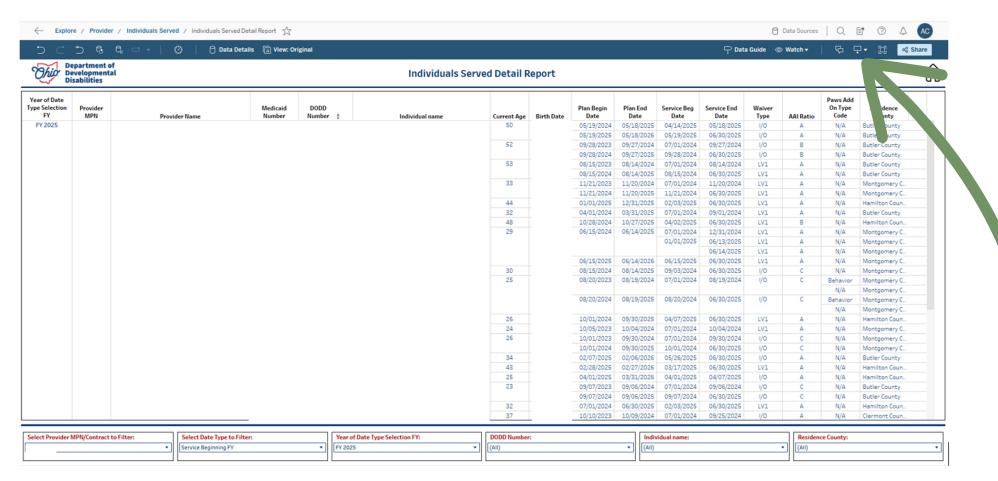
To navigate back to the overview dashboard, select the home icon in the top right corner.

INDIVIDUALS SERVED

This report is comprised of two dashboards, "Individual Served Overview" and "Individuals Served Detail Report." The overview shows graphs of some common metrics concerning those you serve, and the detail shows you a list of individuals you serve with relevant demographics and details.

To download your report, click the square with a down arrow in the blue toolbar. Here you can download the data as an image, data file, crosstab (Excel file), PDF, or PowerPoint. If you select Crosstab, a pop-up will appear, allowing you to choose whether you want it as an Excel file or CSV. An Excel file will keep your provider and individual data merged (you will only see these values once, followed by blank spaces). To download an unmerged and unformatted version, where the data is on every line, download as a CSV.

Department of Developmental Disabilities
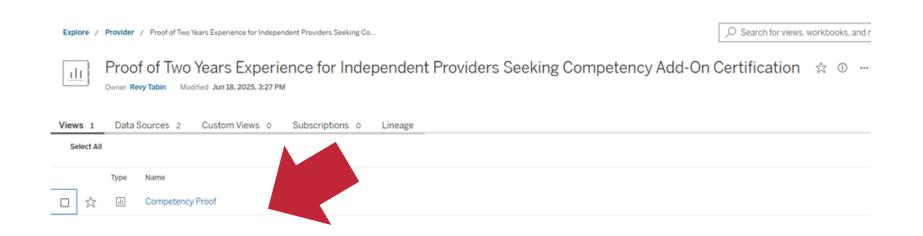
PROOF OF TWO YEARS EXPERIENCE FOR INDEPENDENT PROVIDERS SEEKING COMPETENCY ADD-ON CERTIFICATION
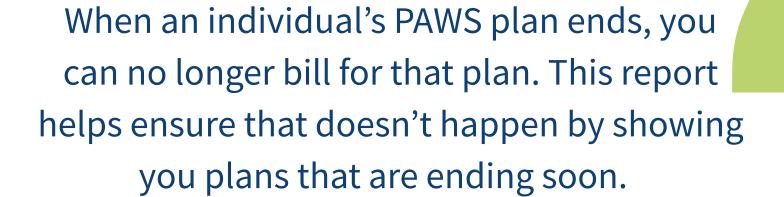
This report is for independent providers and confirms two years of experience so they can be certified for add-ons.

When first opening the report, start by clicking "Competency Proof"

PAWS PLAN ENDING SOON FOR PROVIDER

When an individual's PAWS plan ends, you can no longer bill for that plan. This report helps ensure that doesn't happen by showing you plans that are ending soon.

When you open this report, your screen should look similar to the one below. Your contract number should be populated in the **contract number box**. If you are a billing agent, the dropdown arrow will reveal the contract numbers for the providers you serve. additionally, you can filter for "Service Date Calendar Year". Note, you will have to select "apply" after editing a filter.

To prompt the "Annual Summary of Billing Units by Provider" click on a line of data in the top box

In full, this report shows if you have met the requirement for the competency add-on. If the requirement has not been met, it calculates how many more 15-minute units are needed to do so. In addition, the annual summary provides details on units delivered per year to further determine if you meet the two-year requirement.

Department of Developmental Disabilities

PAWS PLAN ENDING SOON FOR PROVIDER

3

When an individual's PAWS plan ends, you can no longer bill for that plan. This report helps ensure that doesn't happen by showing you plans that are ending soon.

Use the single u-shaped back arrow to undo your last action. The double u-shaped arrow will reset the view and undo selections you have made.

To download your report, click the square with a down arrow in the blue toolbar. Here you can download the data as an image, data file, crosstab (Excel file), PDF, or PowerPoint. If you select Crosstab, a pop-up will appear, allowing you to choose whether you want it as an Excel file or CSV. An Excel file will keep your provider and individual data merged (you will only see these values once, followed by blank spaces). To download an unmerged and unformatted version, where the data is on every line, download as a CSV. A PDF would probably be best for this report.

What my hope is for you today......

Be informed.

Understand our mission.

Be connected with Catholic Charities of Ashtabula County

Catholic Charities
of Ashtabula County

Providing Help. Creating Hope.

Mission Statement

To provide service to people in need,

To advocate for justice in social structures, and

To call the entire Church and other people of goodwill to do the same

SERVE - ADVOCATE - CONVENE
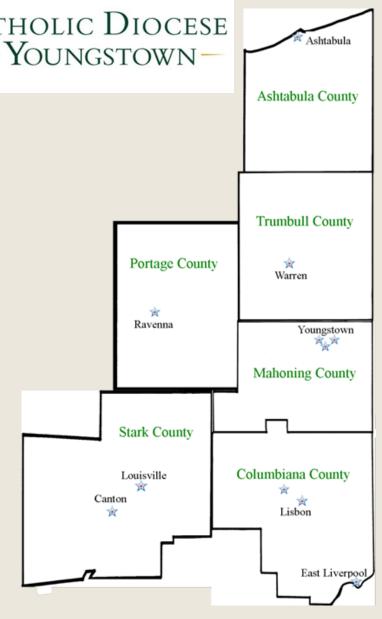
Catholic Charities Corporation Serving Six Counties

Rachel Hrbolich, Diocesan Director of Catholic Charities

- CC Regional Agency - Trumbull, Mahoning and Columbiana Counties
  - Nancy Voitus, Executive Director
- CC Portage/Stark County
  - Rick Squire, Executive Director
- Catholic Charities of Ashtabula County
  - Jill Valentic, Executive Director

CCAC is private, 501(c)(3) not-for-profit corporation, is governed by a local, volunteer board of directors, and is an affiliate of the Catholic Charities Corporation Diocese of Youngstown.

What does Catholic mean in Latin/Greek?

Catholic Charities
of Ashtabula County
Providing Help. Creating Hope.

"Catholic" in Latin/Greek means:

Universal

"All Are Welcome!"

CCAC serves all in need.
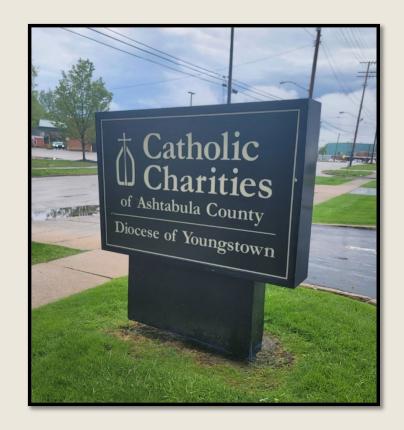
You do not have to be Catholic to receive assistance at Catholic Charities.

Catholic Charities
of Ashtabula County
Providing Help. Creating Hope.

THANK YOU FOR YOUR SERVICE!

Catholic Charities of Ashtabula County

- Serve **All** of Ashtabula County
- Serving Ashtabula County since 1944 - 80th Anniversary
- Charity Arm of the Catholic Church
- Board of Directors made of volunteers from Catholic parishes throughout Ashtabula County.

- Hours of Operations: 8:00am-4:00pm
  Applications: Online or by walk-in
  www.ccdoy.org or info@doyccac.org
     4200 Park Avenue, 3rd Floor
     Ashtabula, Ohio 44004

Catholic Charities
of Ashtabula County
Providing Help. Creating Hope.

CATHOLIC DIOCESE
—of— YOUNGSTOWN

Catholic Charities of Ashtabula County Leadership
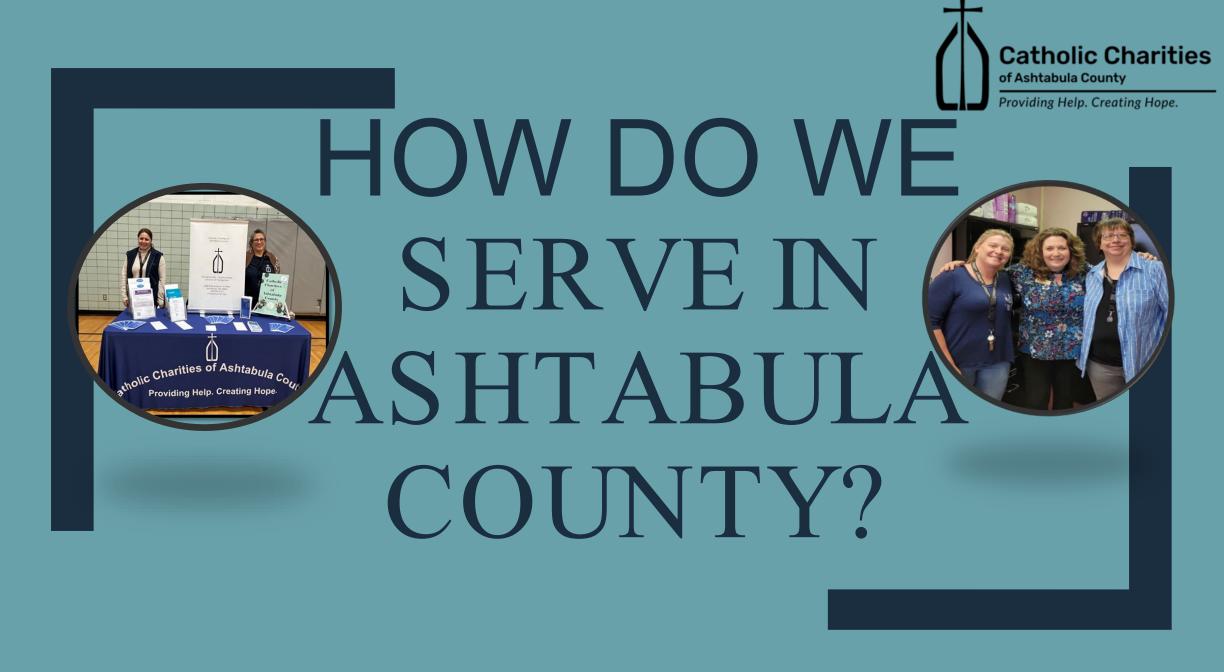
Jill Valentic, MSSA, Executive Director

Alice Harden, Family & Community Services Program Manager

Jennifer Brockway, Representative Payeeship Program Manager

Kristin Cellini, Guardianship Program Manager

Carrie Artman, Executive

HOW DO WE SERVE IN ASHTABULA COUNTY?

BASIC NEEDS
ASSISTANCE
PROTECTIVE SERVICES
EDUCATION

Catholic Charities of Ashtabula County 440-992-2121

Protective Services

Guardianship
&
Representative Payeeship

Catholic Charities
of Ashtabula County
Providing Help. Creating Hope.

Protective Services

Kristin Cellini

Guardianship Program Manager

kristinc@doyccac.org
Phone: 440 -992 -2121 ext 7057

Jennifer Brockway

Representative Payeeship Program Manager

Jenniferb@doyccac.org
Phone: 440 -992 -2121 ext 7015

Guardianship

Guardianship is a legal relationship in which the Ashtabula County Probate Court appoints Catholic Charities as the Guardian of Person to make decisions on behalf of another person (called a **ward**) who is unable to manage their personal, financial, or medical affairs due to age, illness, or disability.

The target population is senior citizens aged 60+, and afflicted with a form of dementia, mental health condition, brain injury, etc.,

Representative Payeeship

Representative Payeeship (RP) is a service provided to individuals who are unable to manage their own federal benefits, Social Security or Supplemental Security Income (SSI).

CCAC is appointed as RP by the Social Security Administration to receive and manage client funds on behalf of the beneficiary.

How WE SERVE in
The Guardianship Program

- Serve as Guardians those who do not have appropriate family or friends to serve as Guardian

- We serve individuals that present with cognitive impairments (e.g., dementia), developmental disabilities, severe mental illness, Physical and cognitive impairment, or have been faced with neglect and/or exploitation.

- Work with Ashtabula County Probate Court and Adult Protective Services on abuse, neglect or exploitation cases

- Advocate for the needs of clients in program and ensuring the ward lives in a safe, stable environment.

- Collaborate with many agencies to ensure wraparound services for ward

- Managing plan of care, approving medical treatments, managing medications, and involved with doctor visits and directives.

- Decide/manage on living arrangement: where the ward will live (e.g., at home, with family, or in a care facility).

How WE SERVE in the Representative Payeeship Program

- We serve Ashtabula residents that have a disabilities, mental health conditions, cognitive impairment, or have been faced with exploitation of their funds.

- Set up monthly budgets with the clients involvement

- Make sure basic needs of food, clothing, and shelter are met while providing some personal spending money for the clients.

- Provide emergency assistance and provide referrals, if needed e.g Food, hygiene, housing, linking to programs

Basic Needs Assistance

Family & Community Services Program Manager

Alice Harden

Aliceh@doyccac.org

Phone: 440 -992 -2121 ext. 7019

- Homeowners assistance (foreclosure)

- Housing/Homeless Prevention   - Rental/security deposit assistance

- Homeless outreach & Rapid Rehousing

- Utility assistance

- Prescription assistance

- Food assistance

- First Step assistance   – Baby needs

- SSI SOAR Specialist – assists homeless and disabled with disability application

- Second Chance Citizen's Circle - Re-entry assistance

- Hygiene and Household Items

- HALO (Christmas Program)

How WE SERVE in
The Basic Needs Assistance Program

- Clients are served first come; first serve

- Assistance is based on funding availability and clients

- By walk-in application, phone call, or online application

- Basic Needs Caseworker assesses clients needs and works on fitting where the need best fits in programs within the agency or referrals outside the agency to other partner agencies

- Caseworker works with client to discuss need and create a plan toward self-sufficancy

- Person Centered approach

- Review and discussion of client's household budget and income.

- Assist with Food, Housing, emergency shelter, clothing, Hygiene Products, transportation

- Short term and long-term assistance

How to apply for assistance

4200 Park Avenue, 3 rd Floor
(First Commonwealth Bank)
Ashtabula, Ohio 44004
440-992-2121

Hours of Operations: 8:00 am
4:00 pm

Applications: Online, phone call or
by walk-in

www.ccdoy.org or
info@doyccac.org

Application online doycc.org

CATHOLIC CHARITIES OF ASHTABULA COUNTY

Do you need assistance with Rent, utilities, food, prescriptions, diapers/ formula and/or other basic needs? Please click the pink link to view our online application. Once submitted, a Family Services Caseworker will be in contact with you to discuss your needs.

Catholic Charities
of Ashtabula County
Providing Help. Creating Hope.

VISION STATEMENT
(click to view)

MISSION STATEMENT
(click to view)

Catholic Charities of Ashtabula County is
a registered 501(c)3 non profit
organization

CONTACT INFORMATION

Jill Valentic, Executive Director
4200 Park Ave.
3rd Floor
Ashtabula, OH 44004
Click for Directions
Phone
(440) 992-2121
Email
info@doyccac.org

Office Hours: 8:00am – 4:00pm, M – F
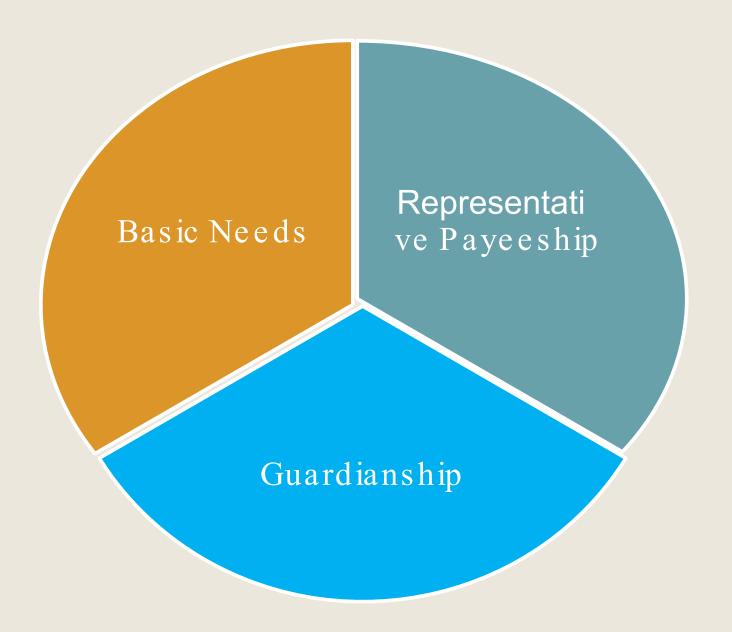
CONTACT THIS LOCATION

VIEW IRS FORM 990

BECOME A VOLUNTEER

SUBMIT VOLUNTEER GUARDIAN TIMESHEET

FAMILY ASSISTANCE APPLICATION

OPENING DOORS PARENTING CLASS

Community Collaboration
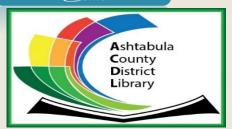
CCAC Events

November 8, 2025 - HALO Dinner Gala

December 2, 2025 Breakfast with the Bishop

February 28, 2025 – Men Who Cook

April 30, 2026 – Diocese of Youngstown Voice of Hope Dinner

August 29, 2026 – 3rd Annual Bocce Tournament
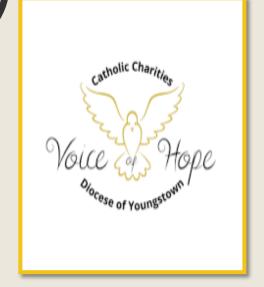

August 29, 2026

November 8, 2025

December 2, 2025

February 28, 2026

April 30, 2026

QUESTIONS?

Thank you!

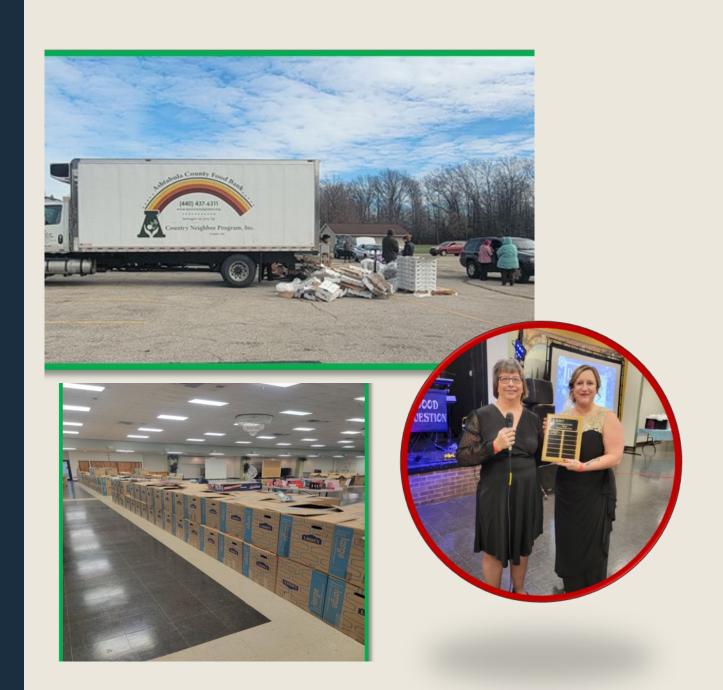Jill Valentic, Executive Director

BASIC NEEDS ASSISTANCE
PROGRAM HIGHLIGHTS

HALO
Holiday Angels Loving Others

- A Christmas collaborative Program

- Serving those in need for Christmas in Ashtabula County

  - Individuals and Families

- Application process program starts in October

- How households may be served:
  - Food and Toys Distribution day
  - *Adoption program*
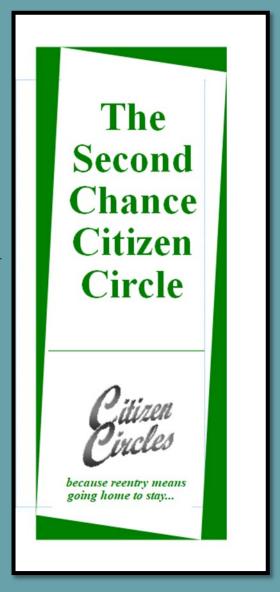
Adoption through families, churches, organizations and special groups and through the HALO program based at Catholic Charities

- HALO GALA – November 8, 2025

Second Chance Citizen Circle

Re-entry Program

The Second Chance Citizen Circle

Citizen Circles

because reentry means going home to stay...

- The Circle meets the third Tuesday of the month, 11am to 1pm

- Any person "citizen" with a criminal background is welcome.

- The participant meets with the Circle, a trained group of people dedicated to helping a person "citizen" address issues areas considered essential for healthy functioning in the community:

  EMPLOYMENT
  EDUCATION   *FAMILY/MARITAL*
  SOCIAL INTERACTIONS   *SUBSTANCE ABUSE*
  COMMUNITY CONNECTIONS   *PERSONAL/EMOTIONAL ORIENTATION*
  ATTITUDE

- The Circle helps the "citizen" develop a plan that focuses on their strengths and resources and provides the tools and guidance for addressing their needs.

- Follow-up contact, support and future visits to the Circle help their plans become a reality.

Citizen Circles

Homelessness &
Homeless Prevention Assistance

- Catholic Charities of Ashtabula County (CCAC) provides a full line of wrap-around services targeting the Homeless and At-Risk population of Ashtabula County.

- CCAC is one of four (4) Coordinated Entry Access Points for Ashtabula County

- CCAC takes the lead in many of the BoSCoC committees and workgroups to ensure compliance for the Ashtabula County Housing Continuum of Care and BoSCoC Region 5.

How to define Homelessness and Homeless Prevention

ITS NOT A SLEEP OVER IF YOU CANT GO HOME

Homelessness

■ An individual or family who lacks a fixed, regular, and adequate nighttime residence:

■ Living at place not meant for human habitation (car, park, bus, airport);

■ Living in a shelter, transitional housing and hotels or motels paid for by charitable or government programs

■ Individual exiting institution, that resided there 90 days or less and lived in a shelter or place not meant for human habitation immediately before entering that institution.

Homeless Prevention "Couch Surfing"

■ "Couch surfing" , "Doubled up" or facing eviction within 30 days ; At -risk of homelessness

■ HUD does not included this population within the definition of homelessness.

■ Considered homeless but a precursor to homelessness and very common.

■ Individuals who stay with family or friends

■ Difficult to estimate, 1 -2% of the pop.

Homelessness & Homeless Prevention Assistance

Homeless Crisis Response Program (HCRP)

This program provides:

- Rental assistance – Short- term
- Case Management
- Financial Literacy
- Referrals and access to other community resources

- ■ **Homelessness – Rapid Rehousing**
  - ▪ RRH serve individuals and families who are literally homeless and lack the income and/or supports to end homelessness on their own (documented homeless)
  - ▪ Accept referrals only through their Homeless Planning Coordinated Entry (CE) system
  - ▪ Prioritize assistance for individuals and families with the greatest needs, who cannot otherwise be served by a more intensive resource

- ■ **Homeless Prevention- At risk of losing housing**
  - ▪ Prevent individuals and families from moving into shelter/uninhabitable place and to regain stability. Participant must be "at risk of homelessness"
  - ▪ Income below 30% AMI last 30 days
  - ▪ Insufficient financial resources or support networks to prevent homelessness.
  - ▪ No appropriate subsequent housing options have been identified.

SOAR SSI Program

Provide the casework for those that may qualify for disability income benefits administered by Social Security Administration:

- Supplemental Security Income (SSI)
- Social Security Disability Insurance (SSDI)
- Reinstatement of benefits

For people who are experiencing or at-risk of homelessness or are returning to the community from institutions (jails, prisons, or hospitals)

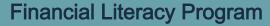The application process for SSI/SSDI is complicated and difficult to navigate.

Education

Opening Door Parenting Program
Carrie Artman Program Supervisor

carriea@doyccac.org

440-992-2121 ext. 7049

Financial Literacy Program
Family & Community Services Program Manager

Alice Harden

Aliceh@doyccac.org

Phone: 440-992-2121 ext 7019

Opening Doors Parenting Program

- A free ten-week evidence-based parenting, leadership, and advocacy program for parents/custodians/guardians with children ages 0-5.

- Class meets once a week on Tuesday nights.

- Registration is required to participate in program.

Financial Literacy Program

- The Financial Literacy Program at Catholic Charities of Ashtabula County (CCAC) provides budgeting, money management and credit education.

- One-on-one session

- Group workshops