



Long Term Services & Supports-LTSS Add-Pay Program



dhs.sd.gov/ltss



dakotaathome@state.sd.us



1 (833) 663-9673

Add-Pay Program-What does it do?

- Improves availability of care in South Dakota (SD);
- Promotes a positive rapport with residents, families, and community members by keeping residents closer to home and their families;
- Reduces extra cost of transporting and caring for individuals out of state.
- Additional reimbursement to SD nursing homes for providing extraordinary cares such as equipment and services not otherwise covered under normal Medicaid reimbursement methodology.



Add-Pay Program - How is criteria met?

- ✓ SD Medicaid must be the primary reimbursement source;
- ✓ Individual must meet nursing facility level of care and reside in a nursing home;
- ✓ Individual must have a care need resulting in a cost above and beyond the normal Medicaid reimbursement methodology. Add-pay cannot cover routine services (see administrative rule 67:16:04:41).

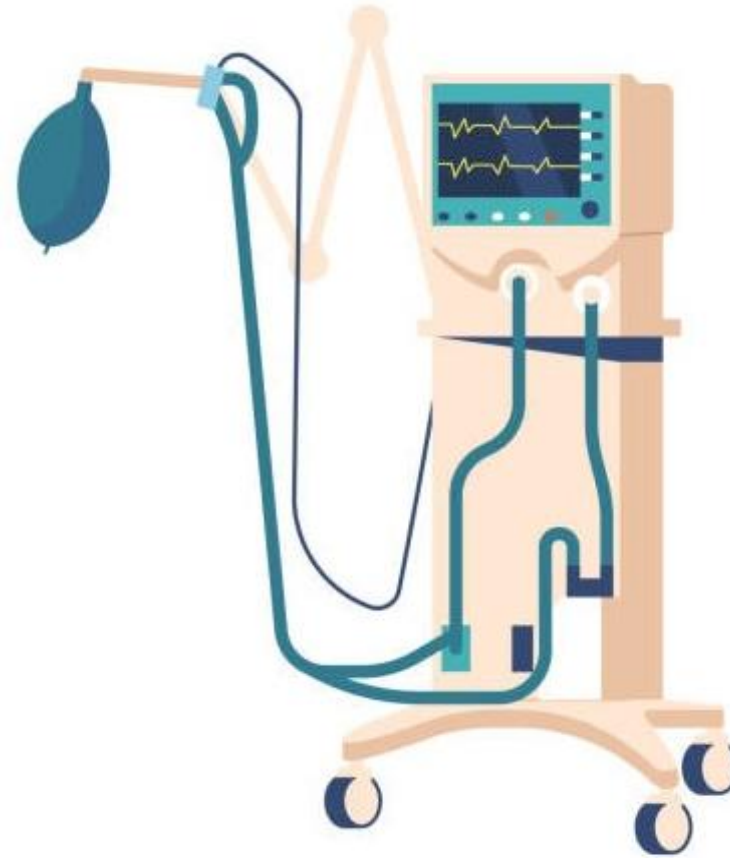


Add-Pay Program - Categories

- 7 categories
 - Chronically Ventilator Dependent Individuals
 - Spinal Cord Injuries
 - Total Parenteral Nutrition (TPN)
 - Specialized Skin or Wound Care
 - Multiple Chronic Complex Medical Conditions
 - Traumatic Brain Injuries
 - Behaviorally Challenging Individuals



**Chronically Ventilator
Dependent**-individuals must
be ventilator dependent due
to major complex medical
disease or accident.

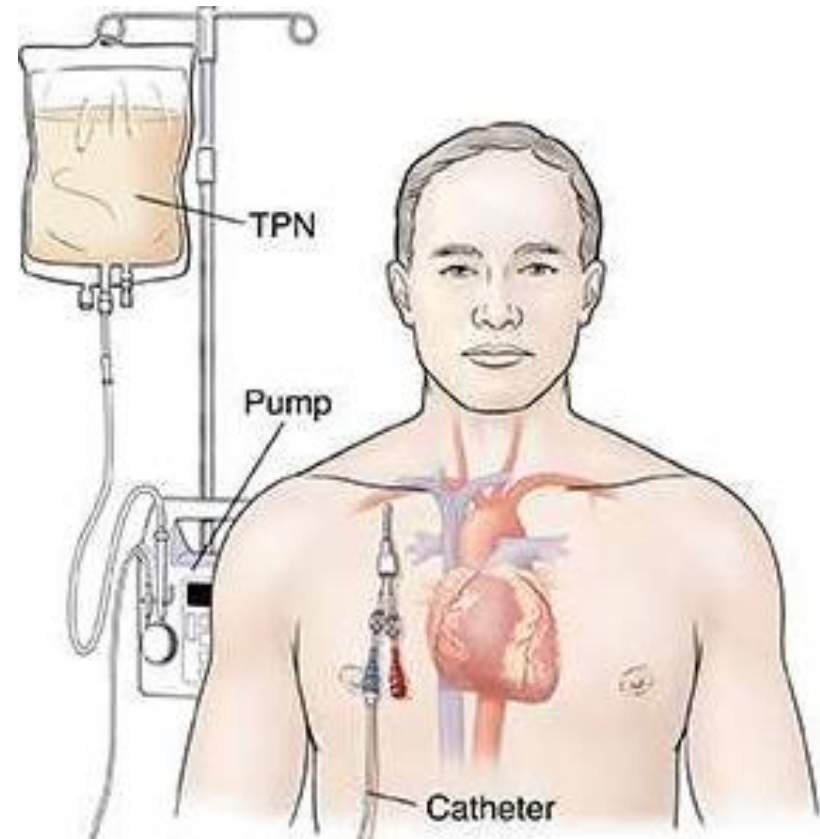


Spinal Cord Injuries-individuals with a recent diagnosis of spinal cord injury with diminished physical functioning who require skilled therapy.

1. Must have completed an acute rehabilitation program in another facility and be continuing the rehabilitation plan or,
2. If the individual does not qualify for an acute rehabilitation program, they must have a physiatry consultation documenting the ability and willingness to participate in and benefit from therapy. Documentation must also show that the individual is alert and able to follow simple directions, medically stable, and no longer needing acute level of care.



Total Parenteral Nutrition- individual must have an internal body organ or body function which does not allow absorption of sufficient nutrients to maintain weight and strength, with a physician prescription stating that it is the only means to receive nutrition.



Multiple Chronic Complex Medical Conditions (MCCMC)- individual must have diagnoses of multiple complex medical conditions and require specialized equipment and/or increased staff resources.

Three pathways-can apply for any or all pathways.

1. Single room rate
2. Time study rate
3. Specialty Equipment-not considered routine per ARSD 67:16:04:41



Traumatic Brain Injuries-individuals with a recent diagnosis of brain injury with diminished cognitive and/or physical functioning who require skilled therapy.

1. Will consider other injuries to the brain, not just traumatic.
2. Must have completed an acute rehabilitation program in another facility and be continuing the rehabilitation plan or,
3. If the individual does not qualify for an acute rehabilitation program, they must have a psychiatry consultation documenting the ability and willingness to participate in and benefit from therapy. Documentation must also show that the individual is alert and able to follow simple directions, medically stable, and no longer needing acute level of care.



Behaviorally Challenging- individual must have a history of regular/recurrent, persistent disruptive behaviors, which are not easily altered; and an organic or psychiatric disorder of thought, mood, perception, orientation, memory, or a social history (i.e. convicted criminal) which significantly affects behavior and is interfering with care and/or placement.

Two pathways-can apply for either or both pathways.

1. Single room rate
2. Time study rate



Add-Pay Program - Clarifications

- Nursing home residents on hospital stays, skilled Medicare A/Medicare Advantage Plan stays, or who are admitted to Hospice do not qualify for add-pay.
- SD Medicaid must be the primary source of reimbursement.
- Individuals must meet nursing facility level of care and reside in a SD nursing home.
- Individuals must have a care need resulting in a cost above and beyond the normal Medicaid reimbursement methodology. Add-pay cannot cover routine services (see administrative rule 67:16:04:41).



Out of State Nursing Home Approval Process

- Prior to any out-of-state nursing home placement approval, it is necessary to ensure the services the SD Medicaid recipient needs are not available in SD.
- Hospitals with patients who are SD Medicaid recipients and are stable and requiring nursing home placement but have barriers to placement should complete an Add-Pay Screening Tool and send the completed tool to both: Krista.Miller@state.sd.us and Michelle.Hudecek@state.sd.us.
- If prior approval for an add-pay category is received, referrals offering add-pay to all SD nursing homes must be completed. A list of state-wide denials with denial reasons must be submitted to Krista and Michelle before an out of state nursing home search can be approved.
- Using the LTSS approved referral list is not mandatory, but it will help expedite determinations.
- When nursing homes do not respond to referrals, three dated and timed documented attempts to get a response will be accepted to help save hospital staff time.
- If an out of state nursing home search is approved, and an accepting out of state nursing facility is found, the accepting nursing facility must be enrolled or agree to become enrolled as a South Dakota Medicaid provider. They must also establish a current FY contract agreement with Department of Human Services (DHS) and work with the Audit Manager-Budget & Finance to negotiate a daily rate. Please direct accepting out of state nursing homes to Krista and Michelle for contact information and questions on the process.



Add-Pay Screening Tool



DEPARTMENT OF HUMAN SERVICES
Division of Long Term Services & Supports
Hillsview Plaza, 3800 East Highway 34
c/o 500 East Capitol Avenue
Pierre, SD 57501
PHONE: 605-773-3636 or
1-866-854-5465
FAX: 605-773-4085
WEB: dhs.sd.gov

Add-Pay Screening Tool

- A. Add-Pay offers additional reimbursement to nursing homes for providing extraordinary cares such as equipment and services not otherwise covered under normal Medicaid reimbursement methodology. Offering Add-Pay to South Dakota nursing homes may help overcome barriers to finding nursing home placement for individuals with extraordinary care needs. To meet criteria for Add-Pay, an individual must:
- Have South Dakota Medicaid as their primary reimbursement source,
 - Meet nursing facility level of care and reside in a nursing home, and
 - Have a care need resulting in a cost above and beyond the normal Medicaid reimbursement methodology.
- B. There are seven categories of Add-Pay. If the individual meets all of the above criteria and you answer yes to at least one of the questions below, the individual may meet criteria for one of the Add-Pay categories.
- Does the individual have a wound vac?
Does the individual have wound cares that require more than one staff and/or greater than 20 minutes?
Does the individual have a morbid obesity diagnosis and require multiple pieces of bariatric equipment?
Does the individual have multiple chronic complex medical needs and require more than 2 staff to provide cares?
 - Is the individual a registered sex offender?
Does the individual require a chronic ventilator and is unable to be weaned?
Does the individual have an organic or psychiatric disorder with related behaviors that are persistent, disruptive, and interfere with care and placement?
 - Does the individual have a recent traumatic brain injury (TBI) or spinal cord injury (SCI), not meet criteria for an acute in-patient rehabilitation program, and have the ability and willingness to participate in and benefit from therapy in a lower level of care such as a nursing home?
- C. If you answered yes to all three questions in bullet A. and are able to answer yes to at least one question in bullet B., please send this completed form to [Krista and Michelle](#) with Long Term Services and Supports (LTSS) or call Krista Miller (605-295-3891) or Michelle Hudecek (605-280-5543) to review your scenario and verify the potential for Add-Pay. Once LTSS has been notified and you receive a tentative Add-Pay approval, LTSS recommends including the potential for Add-Pay with your nursing home referrals to aid in finding placement in South Dakota.

Medicaid recipient's name:

Recipient's Medicaid number:

If not yet approved for Medicaid, where is the individual at in the Medicaid approval process?

Date of Birth:

Name of submitting facility:

Discharge planner name and job title:

Discharge planner email address and phone number:

Individual's prior living arrangement:

What brought the individual to the hospital?

Individual's discharge goal:

Does the individual have support from family/friends?

Has a Dakota at Home referral been made?

Add-Pay Screening Tool/January 2024



dhs.sd.gov/ltss



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Add-Pay Approval Process for Nursing Homes

- Complete and submit the applicable Initial Add-Pay Request form to start the process.
<https://dhs.sd.gov/en/provider-portal/long-term-services-and-supports-provider-portal>
- Contact Krista.Miller@state.sd.us and Michelle.Hudecek@state.sd.us for guidance and/or questions.

- 2025-2026 ACL Application Materials
 - [Application](#)
 - [Application Announcement](#)
 - [2025-2026 Annual Meal Projections](#)
 - [Budget Justification Sample Template Instructions](#)
- 2025 OAA Title III Grant Application Materials
 - [Application](#)
 - [Application Announcement](#)
 - [OAA Title III Grant Q & A](#)
- [Request to Amend Contracts \(Title III or SHINE Program Only\)](#)
- [Claims Resolution Request](#)
- [DHS Subrecipient Questionnaire](#)
- [South Dakota Streamlined Sales Tax Agreement](#)
- [Nursing Facility Challenging Behavior Add-Pay Request and Renewal Form](#)
- [Nursing Facility Chronically Ventilator Dependent Add-Pay Request and Renewal Form](#)
- [Nursing Facility Specialized Skin or Wound Care Add-Pay Request and Renewal Form](#)
- [Nursing Facility Spinal Cord Injuries Add-Pay Request and Renewal Form](#)
- [Nursing Facility Traumatic Brain Injuries Add-Pay Request and Renewal Form](#)
- [Nursing Facility Multiple Chronic Complex Medical Conditions Add-Pay Request and Renewal Form](#)
- [Nursing Facility Total Parenteral Nutrition Add-Pay Request and Renewal Form](#)
- [Nursing Facility Add-Pay Time Study Template](#)
- [Nursing Facility Add-Pay Time Study Template Instructions](#)
- [Request for Approval for Alternative IT System for EVV](#)
- [Request for Approval of Alternative Background Check](#)
- [702 Mental Health Certificate of Medical Necessity](#)
- [681 LTSS Critical Incident Report](#)
- [Facility Bed Availability](#)
- [LTSS Materials Order Form](#)



QUESTIONS?

Michelle.Hudecek@state.sd.us 605-280-5543

Krista.Miller@state.sd.us 605-295-3891



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