

Date: February 15, 2021 **DDSD-DDW Numbered Memo 2021-01**
To: All DD Waiver Case Management Provider Agencies and Provider Agencies

From: Community Programs Bureau-Leah Manning Statewide Case Management Coordinator *LM*

CC: Scott Doan, Deputy Director, Christina Hill Deputy Bureau Chief, and Marie Velasco, DDW Program Manager *CKH*

Subject: Clinical Review

The Three-Year Clinical Review cycle started in June 2018. The first three-year clinical review cycle is coming to an end. The updated schedule of clinical reviews vs. a validation by the C.O.R.E for annual Individual Service Plans (ISPs) is below.

The first group of individuals who have completed a 3- year review cycle and who will require a full clinical review for the annual submission are individuals with ISP start dates in June 2021. Please remember to adjust document submissions according to attached Frequency of Reviews 2-14-18. Note: New Allocants whose ISP started in January, April, June or September over the course of the last 3 years may not have a full 3 years in between clinical reviews until the next cycle starts.

Updated *3 year schedule clinical review schedule by ISP start date*

	January	February	March	April	May	June	July	August	September	October	November	December
Calendar Year 2021	2021 Clinical Review (1st 3-year term)	Validation	Validation	2021- Clinical Review (1st 3-year term)	Validation	2021 Clinical 2nd 3-year term	Validation	Validation	2021 Clinical 2nd 3-year term	Validation	Validation	2021* Clinical 2nd 3-year term
Calendar Year 2022	Validation	Validation	2022 Clinical 2nd 3-year term	Validation	Validation	Validation	Validation	2022 Clinical 2nd 3-year term	Validation	Validation	2022 Clinical 2nd 3-year term	Validation
Calendar Year 2023	Validation	2023 Clinical 2nd 3-year term	Validation	Validation	2023 Clinical 2nd 3-year term	Validation	2023 Clinical 2nd 3-year term	Validation	Validation	2023 Clinical 2nd 3-year term	Validation	Validation