

## Lunch Billing Requirements for CLS, Skill Building, Clubhouse and Supported Employment Services FOR ADULTS

(as understood by BABH; as of 09/13/24)

If billing this service...	In this service setting...	At this location...	Can the time a consumer spends eating or preparing a meal be included in the billed time?
<b>Personal Care in Specialized Residential</b>	<ul style="list-style-type: none"> <li>• Spec. Resid.</li> </ul>	<ul style="list-style-type: none"> <li>• Inside or outside of home</li> </ul>	<b>Yes, if:</b> <ol style="list-style-type: none"> <li>1. The plan indicates personal care services are to be provided – specific to consumption of meals</li> <li>2. Service documentation reflects the delivery of personal care services – specific to eating meals</li> <li>3. The 3803 must be completed and approved by an appropriate medical clinician.</li> </ol>
<b>CLS - Per Diem</b>	<ul style="list-style-type: none"> <li>• Spec. Resid.</li> <li>• SIP/SIAP</li> </ul>	<ul style="list-style-type: none"> <li>• Inside or outside of home</li> </ul>	<b>N/A</b> – This code is not available at the time of this revision.
<b>CLS – 15 Minute</b>	<ul style="list-style-type: none"> <li>• SIP/SIAP</li> <li>• Own home</li> <li>• Vocational Program</li> </ul>	<ul style="list-style-type: none"> <li>• Inside or outside of home</li> <li>• Inside of provider's facility</li> <li>• At volunteer sites in the community</li> </ul>	<b>Yes, if:</b> <ol style="list-style-type: none"> <li>1. The plan indicates assistance with the following :               <ol style="list-style-type: none"> <li>1.1. Meal prep or preserving health/safety related to meals; AND/OR</li> <li>1.2. Community integration/socialization/relationship building outside the home or provider service site</li> </ol> </li> <li>2. Service documentation reflects the delivery of CLS services – preferably specific to 1.1 and/or 1.2 above.</li> <li>3. Home Help must be requested.</li> <li>4. CLS Assessment and approval process followed.</li> </ol>
<b>Skill Building – 15 Minute</b>	<ul style="list-style-type: none"> <li>• Vocational Program</li> </ul>	<ul style="list-style-type: none"> <li>• Inside of provider's facility</li> <li>• At volunteer sites in the community</li> </ul>	<b>No</b> - The cost of staff time during meals (and break times) must be factored into the unit rate because assistance with meals is not included in the MDHHS skill building service definitions.
<b>Supported Employment – 15 Minute</b>	<ul style="list-style-type: none"> <li>• Supported Employment Program</li> </ul>	<ul style="list-style-type: none"> <li>• At employment sites in the community</li> </ul>	<b>No</b> - The cost of staff time during meals (and break times) must be factored into the unit rate.  <u>MDHHS Code Chart (FY 23)-Boundaries between CLS and SE *Report SE if the individual has a job coach who is also providing assistance with ADL's *If the individual has no job coach, but for whom assistance with ADL's while on the job is being purchased, report as CLS.</u>
<b>Clubhouse/ Psychosocial Rehabilitation - 15 Minute</b>	<ul style="list-style-type: none"> <li>• Clubhouse</li> </ul>	<ul style="list-style-type: none"> <li>• Clubhouse</li> </ul>	<b>No</b> – For the time that was spent <u>consuming</u> a meal <b>Yes</b> – For the time that was spent <u>preparing</u> a meal  <u>MDHHS Code Chart (as of FY23) - Clubhouse/Psychosocial Rehabilitation Program), "Lunch time":</u> <ul style="list-style-type: none"> <li>• "Meal prep is reportable activity"</li> <li>• "Meal consumption is not unless there are individual goals re: eating"</li> <li>• "Set up an automatic deduct of 1 or 2 units rather than elaborate logging of activity"</li> </ul>

**Revision Log**

Date	Author	Regulation/Contract Reference	Revision
07/31/18	Karen Amon	Medicaid Manual	CLS does allow meals to be included as long as it is part of the community integration, socialization and relationship building
02/08/19	Janis Pinter	none	Resaved with note from K Amon; slight revisions to terminology for consistency
04/04/19	Janis Pinter	none	Streamlined language for ease of reference by Program Coordinators and Service Providers
06/04/19	Janis Pinter	Medicaid Manual; MDHHS Code Chart	Added Clubhouse/Psychosocial Rehabilitation per work group
9/13/24	Karen Amon	Medicaid Manua: MDHHS Code Chart	Updated for new language.