TO: Private Non-Medical Institution Providers

RE: CMAP COVID-19 Response – Bulletin 39: Modification of Minimum Weekly Hour and Time Study Requirements for Adult Mental Health Private Non-Medical Institutions (PNMIs)

The purpose of this policy transmittal is to notify Private Non-Medical Institutions (PNMI) that are reimbursed for providing rehabilitation services to adults in mental health group homes that as an interim measure in response to the Governor’s declaration of a public health emergency as the result of the outbreak of COVID-19 (coronavirus) and pursuant to the Governor’s Executive Order 7FFF that was issued on July 6, 2020, the Department of Social Services (DSS) is temporarily modifying the following requirements effective for dates of service from March 9, 2020 until DSS has notified providers in writing that the state has deemed COVID-19 no longer to be a public health emergency or DSS otherwise determines in writing that some or all of these specific measures are no longer needed to help protect the public health (the “Temporary Effective Period”).

Modification of Minimum Weekly Hour Requirement

The minimum number of hours of service per month necessary for the PNMI to receive its Medicaid monthly rate has been temporarily modified to 25 hours (standard requirement is 40 hours per month).

Modification of Time Study Requirements

The requirement for semi-annual time studies has been modified to require only one time study per State Fiscal Year (SFY). For SFY 2020, DSS may use the results from the time study performed during the fall of 2019 to calculate rates for SFY 2022. If the Temporary Effective Period runs past September 1, 2020, DSS will issue further guidance at that time.


Distribution: This policy transmittal is being distributed to providers of the Connecticut Medical Assistance Program by DXC Technology.

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