

CDE Fact Sheet for Case Managers

What Stays the Same?

Staying the Same for Case Managers and Clients

- Client-centered and self-directed care remains the top priority in the implementation of the Consumer Directed Employer (CDE).
- Clients retain authority to select, schedule, supervise, manage and dismiss their Individual Providers (IP).
- Case managers will continue to assess and monitor client health and safety.
- Client service amounts will continue to be determined through the client CARE assessment.
- Client Responsibility determination will continue to be assessed with existing criteria.

Staying the Same for IPs

- IPs will be paid according to their Cumulative Career Hour (CCH) and advanced training pay rates.
- IP Paid Time Off (PTO) accrual remains unchanged.
- IPs will document time and tasks provided to individual clients.
- Permanent Work Week Limits (WWL) will not change.
- IPs will maintain compliance with Washington background check requirements.
- IPs will adhere to training requirements, categories and compliance criteria.
- IP eligibility criteria stays the same.

What Changes?

Changing for Case Managers and Clients

- DSHS and AAAs will have no direct involvement in the administrative work of hiring, paying, and supporting IPs.
- Case managers will report IP-related concerns to Consumer Direct Care Network Washington (CDWA).
- CDWA will monitor and support IP training compliance, and delivery of employer-specific training.
- After client assessment is complete, the case manager will assign care tasks and authorize hours to CDWA rather than to the IP.
- CDWA will work with the client to assign assessed hours between multiple IPs as needed, and review both WWL and overtime utilization.

Changing for IPs

- IPs who are dismissed by a client may retain their employment with CDWA, and may continue to provide service for other clients.
- CDWA will conduct background check compliance and any necessary Character, Competence and Suitability reviews.
- CDWA will perform all required payroll functions including payroll deductions, PTO accrual, and pay increases as directed.
- CDWA will provide IPs with the methods and training to submit eligible time and task entry, including Electronic Visit Verification (EVV). Live-in IPs will not be required to use EVV.
- Temporary Work Week Limits will become the responsibility of CDWA with input from case managers as needed.
- CDWA will be responsible for the work that is currently the responsibility of the Home Care Referral Registry (HCRR).

Changing for Case Managers, Clients and IPs

- CDWA will collect Client Responsibility, as needed, from the client and will communicate a client's non-payment to the client and the case manager.