



Provider Quarterly Meeting  
02/01/2014

Present: Sandra Barrera, Bertha Millan, Diana Mata, Jill Brown, Noemi Pedroza, Eduardo Cantu, Robert Escobedo and CCS Staff

Ms. Barrera welcomed providers to the meeting. She introduced Ms. Diana Mata, new contact at the board office for payments and she also introduced Ms. Jill Brown, from ResCare. All CCS staff present introduced themselves.

#### CCAA

Once again copies of the CCAA Provider Agreement along with copies of the policy regarding CCAA system responsibilities and reporting requirements were distributed to all present. Ms. Barrera reminded all providers the importance of complying with the security requirements regarding CCAA particularly not asking parents for swipe cards or pin numbers to keep them in the facilities. These actions are against state regulations. Recently, some parents have advised the CCS office that their providers have asked them to leave their swipe cards at the facility. CCS will contact such providers via letter warning them about the consequences of noncompliance with CCAA security requirements. As stated in the policy, while monitoring that the instances no longer occur at such facilities, CCS may close intake for new referrals. If noncompliance continues, Workforce Solutions will terminate the Provider Agreement. CCAA security requirements apply to parents as well as providers. The Texas Workforce Commission will be visiting some facilities at random during the month of February as part of their monitoring visit.

#### CCAA Power Point Presentation

Araceli Velasquez from billing department went over a power point presentation to remind providers how to access the CCAA portal. This power point was presented last year and was updated and presented just to remind providers about how to review attendance using the system. At the end of the presentation, Ms. Barrera reminded all providers that as per policy, they must review attendance and absence reports at least every 3 calendar days. Should the provider encounter discrepancies while reviewing the reports, those must be reported to CCS within 5 calendar days.

#### CCAA Billing

Providers were asked to enforce the practice of entering attendance daily amongst parents. This practice will minimize incomplete swipes. Incomplete swipes are not a malfunction of the POS machine. They happen because parents are disregarding the previous check-out message. Therefore, if a parent checks-in attendance in the morning but does not check-out at the end of the day, providers must ensure that the next day the parent punches in the check-out for the previous day prior to entering the current check-in.

Providers were notified that the board is still working on the policy to charge fees for replacement of lost CCAA cards.

#### TSR

If any providers are participating in the TSR project, please advise Melissa Fonseca, Child Development Specialist, so that the enhanced rates can be applied.

#### TRS Initiative

Ms. Barrera explained that South Texas received funding for promoting QIA activities. Funds are limited, for that reason the board is asking the providers for suggestions regarding what projects will meet their quality needs. Several providers expressed interest in promoting socio-emotional training in an effort to prevent bullying and other behavioral problems. Some providers expressed a concern with the low reimbursement rates for providers who care for children with disabilities. CCS staff explained that a provider may get paid 190% of their maximum reimbursement rate.



### Closing Remarks

Some providers suggested that an additional quarterly meeting be made available in Spanish. Some providers said that it would be good to receive a certificate of attendance at the end of the meeting. Ms. Barrera explained that a certificate of attendance may be issued for attending the meeting yet the hours will not count to meet licensing standards regarding training.

Providers were advised that CCS is currently enrolling. Please let parents know. For information as to whether parents may be eligible, you may visit our website [www.southtexasworkforce.org](http://www.southtexasworkforce.org)

Thank you for coming.