

Notification of Endorsement Action

- Initial
- Additional (service)
- Change
- Reinstatement (i.e. re-issuance of endorsement following an appeal)
- Rescind prior action (i.e. LME retracts an NEA)

3/22/10

The Guilford Center
232 N. Edgeworth Street
Greensboro, NC 27401

Special K Services, Inc.
825 Nestleway Drive
Greensboro NC 27406

Provider Federal ID #: 352290999
Provider NPI #: 1497853170
Provider Medicaid #: 8301614

Dear Joyce,

Your organization has been reviewed by The Guilford Center with the following results for the location and service indicated.

Name of the LME that Granted [or Denied] Business Verification: The Guilford Center

Provider Business Name: Special K Services, Inc.

Provider Contact Person: Joyce McEachim

Business Mailing Address: 301 N. Elm Street, Suite 520; Greensboro NC 27401

Business Phone: 336-275-4594

Physical Site Address (specify provider name if different than above): 301 N. Elm Street, Suite 520; Greensboro NC 27401

County: Guilford

Service Type(s): Diagnostic Assessment and Community Support Adults

STATUS	EFFECTIVE DATE
<input type="checkbox"/> Business Verification	02/08/07 02/08/10 to 5/08/10
<input type="checkbox"/> Denial of Business Verification** (see comments)	mm/dd/yy
<input checked="" type="checkbox"/> Endorsement	3/04/08 to 5/08/10
<input type="checkbox"/> Reinstatement of Endorsement	mm/dd/yy
___ rescinding prior action/NEA	
___ Reinstatement following appeal	
<input type="checkbox"/> Three-Year Re-Endorsement	mm/dd/yy to mm/dd/yy
<input type="checkbox"/> Endorsement Pending	
<input type="checkbox"/> Due to Referral to DHSR (Date Pended)	mm/dd/yy
<input type="checkbox"/> Other** (see comments)	
<input type="checkbox"/> Denial of Endorsement** (see comments)	mm/dd/yy
<input checked="" type="checkbox"/> Withdrawal of Endorsement** (see comments)	
<input type="checkbox"/> Voluntary*	mm/dd/yy
<input checked="" type="checkbox"/> Involuntary*	May 08, 2010

NOTE: PLEASE FILL OUT APPLICABLE AREAS COMPLETELY. DO NOT USE "SAME AS ABOVE."

Type of Withdrawal:

Business Verification Withdrawal**

Enhanced Service(s) Withdrawal**

[other than Community Support Services]

May 08, 2010

Community Support [Adult and/or Child] Withdrawal**

May 08, 2010

CAP-MR/DD Services Withdrawal**

mm/dd/yy

Notification Sent Statewide Yes No

3/25/2010

Comments: [required] ** [Include specific reason[s] for pending, denial, or withdrawal status]:

Diagnostic Assessment and Community Support Adult Services are being withdrawn for Special K Services, Inc. due to the fact that the provider's National Accreditation status has lapsed. Per IU #47, a termination of a contract or Medicaid enrollment as a result of failure to meet a national accreditation benchmark is not appealable since these benchmarks are now the law in North Carolina.

Please be reminded that your agency, through its owners, officers and employees, is responsible for the documentation of any services provided. During future financial and/or record audits, monitoring and complaint reviews, if there are discrepancies, deficiencies and/or other items found that resulted in improper or unsupported payment for services provided, you will be expected to repay any amounts due. In addition, you are responsible for maintaining and safeguarding all the service records and financial records in your agency as outlined in the *Records Management and Documentation Manual for Providers of Publicly-Funded MH/DD/SA Services, CAP-MR/DD Services, and Local Management Entities [APSM 45-2]*, and in accordance with the requirements of the *DHHS Records Retention and Disposition Schedule for Grants* and the *Records Retention and Disposition Schedule for State and Area Facilities, Division Publication, APSM 10-3* in the event that a request for those records is made. If you foresee difficulty in maintaining these records in accordance with State and Federal requirements, please contact DMH Records Management and Documentation Division at 919-733-7011.

Endorsement and enrollment are separate processes. Once endorsed, it is the provider's responsibility to submit the NEA along with an application to the Division of Medical Assistance in order to be considered for enrollment in the NC Medicaid program. Providers are not permitted to deliver services prior to obtaining a Medicaid number and those who do are in violation of Medicaid policy.

Sincerely,

Crystal Nickerson

Signature

(LME Designee)*

Crystal Nickerson, MH Quality Services Administrator

Billie M. Pierce

Signature

(LME Designee)*

Billie M. Pierce, Director

cc: DMH/DD/SAS (Endorsements.Accountability@ncmail.net)

RECONSIDERATION AND APPEALS:

If your agency chooses to appeal the Endorsing Agency's decision to deny or withdraw endorsement, your provider agency must first request a local reconsideration of the decision by the Endorsing Agency **prior to** filing an appeal.

If this Notification of Endorsement Action communicates a denial or withdrawal of endorsement, you may appeal this decision. **NOTE:** If this endorsement action affects Community Support - Child and/or Community Support - Adult Services, in order to appeal you must file a Community Support Provider Petition within 30 calendar days of the date of this letter. You may obtain a copy of the form by calling the DHHS Hearing Office at 919- 647-8200. Instructions for filing your *Community Support - Child and/or Community Support - Adult Services* appeal are on the petition. Your appeal rights are set forth in Section 2. (c) of Session Law 2009-526 and subsequent updates.

If this endorsement action pertains to any services other than Community Support - Child and/or Community Support – Adult, in order to appeal you must file an appeal to the State MH/DD/SAS Appeals Panel by forwarding the final decision of your Local Management Entity, along with all supplementary and supporting documentation considered during the local appeals process, to the Division Director of the NC DMH/DD/SAS within 15 calendar days of the local reconsideration decision being rendered, per 10A NCAC 27G. 0810. Your appeal rights are set forth in G. S. 122C-151.4 and in administrative rules at 10A NCAC 27G .0810 - .0812.

If the Notification of Endorsement Action communicates a denial or withdrawal of endorsement related to failure to meet national accreditation requirements and you contend that the LME was not acting within the requirements of State law or rule, in particular, G.S. 122C-81, imposing the accreditation requirement on your agency, in order to file an appeal to the State MH/DD/SAS Appeals Panel, you must forward the final decision of your Local Management Entity, along with all supplementary and supporting documentation considered during the local appeals process, to the Division Director of the NC DMH/DD/SAS within 15 calendar days of the local reconsideration decision being rendered, per 10A NCAC 27G. 0810. Your appeal rights are set forth in G. S. 122C-151.4 and in administrative rules at 10A NCAC 27G .0810 - .0812.

If you have questions regarding this notice please contact Crystal Nickerson (LME Rep. Name), at 336-641-3236 (Phone #).

For questions about the Community Support appeal process or the petition, please contact the DHHS Hearing Office at (919) 647-8200. For questions about the appeal process for services other than Community Support, contact the DMH/DD/SAS Operations Section at (919) 715-2780.

- * *All Withdrawals (Voluntary & Involuntary) of Endorsement **must** be signed by the Endorsing Agency CEO (LME Director).*
- ** *In the Comments section, provide the specific reason[s] for pended, denial, or withdrawal status, and list each service to be withdrawn including: corresponding site, specific address, and Medicaid Number.*