

NJ Children's System of Care

Contracted System Administrator — PerformCare®



Children's Support Services Program for Intellectual and Developmental Disabilities (CSSP I/DD) Guide

Table of Contents

Introduction.....	3
CSSP I/DD Eligibility.....	4
CSSP I/DD Enrollment.....	5
Keeping Eligibility.....	5
CSSP I/DD Disenrollment and Appeals.....	6
CSSP I/DD Support.....	6

Introduction

The Children's Support Services Program for Intellectual and Developmental Disabilities (CSSP I/DD) offers free health care coverage through NJ FamilyCare (NJFC) to eligible youth.

NJFC is the New Jersey Medicaid program. NJFC benefits include:

- Doctor visits
- Prescriptions
- Vision care
- Dental care
- Mental health and substance use services
- Hospitalizations that may supplement private insurance coverage as applicable.

This guide explains the program and each step of the eligibility process. This includes getting eligibility, keeping eligibility, and losing eligibility, resulting in disenrollment.

Your youth's Care Management Organization (CMO) team is trained on CSSP I/DD. Contact them first if you need help using the program. If you have more questions, contact PerformCare (the contracted system administrator [CSA] for CSOC) or CSOC.

CSSP I/DD Eligibility

To take part in CSSP I/DD, your youth must meet **all** clinical, administrative, and financial eligibility criteria.

Your youth must be approved through CSOC for at least one of the following services:

1. Interpreter services
2. Non-medical transportation
3. Assistive technology devices or home/vehicle modifications
4. Individual supports
5. Intensive in-home clinical and therapeutic services
6. Intensive in-home behavioral services²
7. Social and emotional learning
8. Agency-hired respite

Authorization for Applied Behavior Analysis (ABA) services through a Medicaid managed care organization (MCO) after NJFC enrollment may substitute for authorization of the services listed above.

Your youth may not be enrolled in a conflicting program such as:

- Division of Developmental Disabilities (DDD) adult care programs
- Managed Long Term Support Services (MLTSS)
- Cover All Kids
- Premium Supports
- and/or incarceration

AND

Your youth must be:

1. Determined to be eligible for developmental disability services
2. Enrolled in a CMO (or enrolled in an MCO for youth receiving ABA through their Medicaid MCO plan)
3. Younger than 21 years of age
4. A resident of New Jersey
5. Living in the community (not in out-of-home treatment)

AND

Your youth must meet all financial eligibility criteria. In 2025, these criteria include, but are not limited to:

- Countable monthly income no more than \$2,901. Countable income can include (but is not limited to) Social Security payable to the applicant, employment, and annuities.
- Qualifying resources no more than \$2,000. Qualifying resources can include (but are not limited to) bank accounts and savings bonds, life insurance policies owned by the applicant, and real property.

Financial eligibility for CSSP I/DD only looks at the income and assets of the applicant. If a youth enrolls in CSSP I/DD and is later found to be ineligible, that youth can be considered for other NJFC programs (see “CSSP I/DD Disenrollment and Appeals” below). In that case, NJFC will ask for information about the income and assets of the entire household.

CSSP I/DD Enrollment

PerformCare will identify youth who meet the clinical and administrative eligibility criteria based on the information in your youth's record. This includes:

- Approved services on your youth's authorized treatment plan,
- and/or information provided in your youth's Family Support Services (FSS) application, if applicable.

This information is provided to the CMO.

If your youth is found eligible through this process, your CMO will notify you, and you will receive a Notice of Eligibility and an NJFC application. PerformCare will also mail you the Notice of Eligibility to the address on file. Your CMO will discuss the program with you at a Child-Family Team (CFT) meeting or another scheduled meeting.

If you believe that your youth meets the eligibility criteria for CSSP I/DD, but you have not been notified, please reach out to your CMO Care Manager to ask for an eligibility review.

If you have any issues getting an eligibility review from your youth's CMO team, call the PerformCare Contact Center at 1-877-652-7624. If you continue to have any issues, email the CSOC Director at csoc.director@dcf.nj.gov.

Your CMO will help you finish and submit the NJFC application, including gathering information to help show that you are eligible. Once finished, the CMO will send the application to DMAHS, which will review it for financial eligibility. If the review finds that your youth is not eligible as shown above, you will receive a Notice of Ineligibility.

As part of the financial eligibility determination, DMAHS may send you a Request for Information (RFI). This may include a request for more documentation. The RFI may include requests for bank statements and other financial information dating back 5 years. Please give complete responses to these requests, which are due 14 days from the date on the RFI.

If approved for CSSP I/DD, your youth will receive an Enrollment Notice of Action from NJFC confirming enrollment. Once enrolled in CSSP I/DD, your youth will be able to choose a Medicaid MCO, which will coordinate and authorize services covered through NJFC.

Keeping Eligibility

If your youth enrolls in NJFC through CSSP I/DD, they must continue to meet all eligibility criteria shown above to stay enrolled (see "CSSP I/DD Eligibility"). Your CMO Care Manager will work with you on a regular basis and will discuss any changes in authorized services with you, including those that may affect CSSP I/DD eligibility.

DMAHS will conduct an annual review to find out if your youth is still financially eligible for NJFC. You will get a request to submit updated documentation. To avoid potential disruptions in NJFC coverage, please respond to these requests quickly and completely (as noted on the paperwork).

CSSP I/DD Disenrollment and Appeals

If your youth no longer meets all eligibility criteria, or you opt out of the program, your youth will be disenrolled from CSSP I/DD. When disenrollments occur, CSOC and NJFC follow steps to:

- Document the reason for disenrollment
- Provide adequate notice
- Create opportunities for appeal if you disagree with their decision(s)
- And determine whether your youth may qualify for NJFC on any other basis

If your youth is identified for disenrollment because they no longer meet clinical or administrative eligibility criteria for CSSP I/DD, your youth's CMO team will notify you during a CFT or other scheduled meeting. You will also get a Notice of Ineligibility in the mail.

If you disagree with this decision, you may request a PerformCare Reconsideration or a Fair Hearing. The process for reconsideration is included in the Notice of Ineligibility that will be sent to you from PerformCare. The Notice of Ineligibility will also include a Notice of Fair Hearing Rights. You may ask for a Fair Hearing whether or not you request a PerformCare Reconsideration.

If your youth is identified for disenrollment because they no longer meet financial eligibility criteria, you will receive a Termination Notice of Action from NJFC in the mail. This Notice of Action will include a Notice of Fair Hearing Rights telling you how to appeal the financial ineligibility decision.

If you receive a Notice of Fair Hearing rights from DMAHS or PerformCare and wish to appeal the CSSP I/DD ineligibility decision, you may request a Fair Hearing. You will receive this notice if your youth loses eligibility for CSSP I/DD on any basis. Families wishing to request a Fair Hearing must submit a request in writing to DMAHS within 60 days of the notice date. If you request a Fair Hearing, your youth will remain eligible for NJFC for the duration of the proceedings.

Before your youth is disenrolled from NJFC, you will get an RFI from NJFC in the mail. This RFI will help DMAHS to evaluate if your youth is eligible for any other NJFC programs. It is important to respond to these requests promptly and completely. If you do not respond, or if NJFC finds that your youth is not eligible for Medicaid on any other basis, your youth's NJFC coverage will end and you will get a Termination Notice of Action in the mail.

If your youth is disenrolled and later meets clinical or administrative eligibility criteria, you may re-apply. The process will follow the same steps as the original eligibility enrollment process.

CSSP I/DD Support

To learn more about any of the CSSP I/DD eligibility criteria, please speak with your CMO team, visit the PerformCare website at www.performcarenj.org, call 1-877-652-7624 (24 hours a day, 7 days a week, 365 days a year), or contact CSOC by email at csoc.director@dcf.nj.gov.

CSSP I/DD is operated by the New Jersey Department of Children and Families (DCF) Children's System of Care (CSOC) and the New Jersey Department of Human Services (DHS) Division of Medical Assistance and Health Services (DMAHS).

¹ The Division of Medical Assistance and Health Services (DMAHS) is the division of DHS that administers NJ FamilyCare.

² 'Intensive In-Home' (IIH) services are distinct from Intensive In-Community (IIC) services. IIC services do not confer CSSP I/DD eligibility.

www.performcarenj.org

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