



DEPARTMENT OF HUMAN SERVICES

Community First Services and Supports (CFSS) Office Hours May 23rd, 2025

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Agenda

Introductions

New format

Enrollment update

CFSS service delivery plans:

- Required sections

- ADL's and IADL's in plan

- Mid-year revisions

- 6893W

Q/A

Training and resources

Identify one person (or small group of people) to consistently attend each meeting with the goal of becoming a CFSS knowledge expert.

Review a “topic of the month” at each meeting.

Open discussion throughout the meeting.

Bring the information learned back to your lead agency.

CFSS Provider Agency Enrollment Update

Nearly all PCA providers have completed enrollment for CFSS.

Providers are encouraged to contact DHS if they are not yet enrolled for CFSS.

Individual Service Delivery Plan (DHS-6893P)

DHS-6893P

All sections of the 6893P must be completed except for:

- CFSS Agency Model

 - Individual Abuse Prevention Plan (IAPP)

 - Worker Training and Development Plan (WTD)

For the agency model, the IAPP and WTD sections are completed by the CFSS provider agency.

The CFSS provider agency may chose to write the IAPP and WTD plans directly on the 6893P or use their own document.

The CFSS provider agency does NOT need to resubmit to the lead agency after completing the IAPP and WTD sections.

New guidance regarding IADLs:

Previous: all assessed IADLs must be included in the service delivery plan.

New: only assessed IADLs that will be performed by a paid worker must be included in the service delivery plan.

If desired, a person may include an IADL and select “informal” support, but this is NOT required.

The 6893P can include language from the MnCHOICES assessment.

Consultation services providers must have a discussion with the person to ensure:

- The person wants to same information documented.

- The information is correct and has not changed.

CFSS mid-year changes

CFSS mid-year changes grid (for both MCO and fee-for-service):

Type of change.

Will the consultation services provider revise the service delivery plan?

Does the lead agency need to approve the revision?

Does the service agreement need to be revised?

Additional action required.

Lead agency addendum to CFSS Service Delivery Plan (DHS-6893W)

DHS-6893W

Required to accompany ALL service delivery plans.

Used to document:

- CFSS start date (based on the plan approval date).

- Total units/dollars for each service line.

Lead agency must:

- Sign the 6893W and upload into MnCHOICES.

- Send a copy to the person and their chosen providers.

MCO's are not required to use the 6893W.

Questions

Please type your questions in the chat.

Reminders:

No case specific questions.

Do not include names of people or providers.

Future of Office Hours

June 13 – Goods, Services, and PERS

July 25 – Personal Care

Future dates and topics – to be determine

Resources

[CFSS Policy Manual.](#)

[Transition from PCA and CSG to CFSS \(mn.gov\).](#)

[Community First Services and Supports \(CFSS\) service agreement calculators.](#)

[CFSS Frequently Asked Questions webpage \(mn.gov\).](#)

[DSD MMIS Reference Guide - MMIS transition from PCA and CSG to CFSS \(state.mn.us\)](#)

Training

[ASD and DSD eList announcement: CFSS online trainings available.](#)

[Community First Services and Supports \(CFSS\): Timelines \(mn.gov\).](#)

[TrainLink Home Page \(mn.gov\).](#)

CFSS Lead Agency Training (Course Code: CFSS_LA).

CFSS MMIS Training (Course Code: CFSS_MMIS).

[CSG to CFSS Transition Webinar.](#)

Thank you!

Submit questions to:
[CFSS office hours pre-submitted questions](#)

CFSS email address:
DHS.CFSS@state.mn.us