

CFSS Implementation Council meeting

September 9th, 2025

Agenda

1. Welcome and introductions
2. Provider Update
3. PCA/CSG Extension
4. CFSS Information Sessions
5. New documents and resources
6. Office Hours
7. Available Resources
8. Future IC meeting dates

DHS Disability Services Division

Home Care and Self-Directed Services Team

- **Mary Lenertz:** Home and Community Based Services Manager
- **Jeanine Wilson:** Home Care and Self-Directed Services Supervisor
- **Erin Huldeen:** Home Care and Self-Directed Services Policy, CFSS Lead
- **C.J. Calton:** Training/Communications Lead
- **Meredith Peck:** Home Care and Self-Directed Services Policy
- **Rebecca Fee:** Home Care and Self-Directed Services Policy

Implementation Council

- Required by 1915K and state statute.
- Required to have a majority of the members be people using services or their family members.
- Other members consist of PCA/CFSS provider agencies, FMS providers, Lead agencies, and MCO's.

Meeting reminders

- We want this to be an engaging and interactive meeting and encourage Implementation Council members to discuss ideas and provide feedback. We will solicit comments from non-IC members if time permits.
- Please feel free to send questions to us in the chat.
- Remember that this is an Implementation Council meeting, rather than a CFSS training.

CFSS Agency Provider Enrollment Update

- Nearly all PCA agencies have now become enrolled at CFSS Provider Agencies.
- [MHCP Provider Directory](#)

Consultation Services Provider Update

- 17 enrolled Consultation Services Providers
- CFSS consultation services providers

Consultation Services Provider RFP

Consultation Services RFP

- August 29, 2025, by 4:00 p.m. CST - Proposals due
- September 2, 2025 – September 30, 2025 – Evaluation period
- October 31, 2025 – Successful Responders notified in writing of their selection and STATE's desire to enter into contract negotiations
- 132 submitted proposals

Transition Period for CFSS Extension

DHS leadership has approved an extended transition period for people using PCA or CSG that allows people additional time to transition to CFSS.

- Everyone must transition to CFSS by September 30, 2026 to avoid a gap in service.
- People using the Alternative Care program (AC) must transition by March 31, 2026.
- Lead agencies will enter 6-month service agreement extensions.
 - With system parameters, lead agencies can only enter 6-month increments.
- [eList](#) with general information from Tuesday, July 22.
- [eList](#) with instructions about the extended transition period from Friday, July 25.
- DHS is working on updating our materials to reflect this change.

Reassessments and Service Agreements During the Extension Period

Reassessments occurring between Oct 1, 2025 and March 30, 2026

- If a person using PCA/CSG as of the first assessment occurring on or after Oct 1, 2024 has not yet completed the transition from PCA/CSG to CFSS by their next assessment, the lead agency must authorize six months of PCA/CSG and six units of consultation services while the person continues to work on transitioning.

Reassessments occurring between April 1, 2026 and Sept 30, 2026

- If a person using PCA/CSG as of the first assessment occurring on or after Oct 1, 2024 has not yet completed the transition from PCA/CSG to CFSS by their next assessment, the lead agency must authorize PCA/CSG services through Sept 30, 2026 and six units of consultation services while the person continues to work on transitioning.

Alternative Care Program Transition

- Must transition by March 31, 2026.
- DHS will be contacting all individuals by phone to notify them of this transition timeline.
- Approximately 245 people using AC.

CFSS Information Sessions

- DHS and Etzbach Consulting have designed group CFSS information sessions to deploy in partnership with lead agencies to help recipients and families learn about CFSS and make informed choices.
- Pilot sessions were hosted on July 14th and August 5th.
- In-person sessions currently scheduled with 3 lead agencies.
- Developing a recording to provide lead agencies.

Information for People Eligible for Services – DHS-6893U

[Information for People Eligible for CFSS Services, DHS-6893U \(PDF\)](#)

- Lead agency must provide the DHS-6893U to anyone eligible for CFSS.
- Describes the steps a person needs to complete to select a consultation services provider, develop a service delivery plan, and get started with a CFSS provider agency and/or FMS provider.
- DHS is working on translating this document into other languages.

CFSS mid-year changes

- [CFSS mid-year changes for counties and tribal nations](#)
- Table to help lead agencies and providers understand what action needs to occur when a person requests a change to their service delivery plan.

CFSS Office Hours Update

DHS has been holding office hours since September 2024.

Monthly meetings:

- CFSS Provider Agencies– Q and A format
- Consultation Services Providers – Q and A format
- Lead Agencies – Topic of the Month
- FMS – Q and A format (organized by the FMS providers)

CFSS resources for Lead Agencies

- [CFSS forms and documents \(state.mn.us\)](#)
 - [CFSS Home Care Rating/Units Reference Tool, DHS-6893H \(PDF\)](#)
 - [CFSS Individual Service Delivery Plan \(DHS-6893P\) \(state.mn.us\)](#)
 - [CFSS Rights and Responsibilities, DHS-6893R \(PDF\)](#)
 - [Community First Services and Supports \(CFSS\) Assessment \(DHS-6893A\) \(state.mn.us\)](#)
- [Transition from PCA and CSG to CFSS \(state.mn.us\)](#)
- [CFSS Policy Manual \(state.mn.us\)- elist: Final version of the CFSS Policy Manual now available](#)
- [Community First Services and Supports \(CFSS\): Timelines \(mn.gov\)](#)
- [CFSS consultation services providers](#)
- [CFSS agency model calculator.](#)
- [CFSS budget model calculator.](#)

MMIS Resources

- [CFSS: Detailed authorization process for counties, tribal nations and consultation services-](#)
- [DSD MMIS Reference Guide - MMIS transition from PCA and CSG to CFSS \(state.mn.us\)](#)
- [DSD MMIS Reference Guide - Type B PCA \(state.mn.us\)](#)
- [DSD MMIS Reference Guide - 45-day temporary start of CFSS services \(state.mn.us\)](#)
- [DSD MMIS Reference Guide - ASA3 screen for goods and services \(T5999\) \(state.mn.us\)](#)
- [Self-paced online course: Community First Services and Supports \(CFSS\) Medicaid Management Information System \(MMIS\) Updates Training \(state.mn.us\)](#)
- [DHS-3945-ENG \(Long-Term Services and Supports Service Rate Limits, Effective Oct. 1, 2024\)](#)

Resources for People & Families

- [Choosing a CFSS model](#)
- [Community First Services and Supports / Minnesota Department of Human Services \(mn.gov\)](#)
- [Disability Hub MN - Community First Services and Supports \(CFSS\)](#)
- [CFSS consultation services providers](#)
- CFSS Fact Sheets
 - [CFSS information sheet - English](#)
 - [CFSS information sheet - Hmong](#)
 - [CFSS information sheet - Karen](#)
 - [CFSS information sheet - Somali](#)
 - [CFSS information sheet - Spanish](#)
- [Information for People Eligible for CFSS Services, DHS-6893U \(PDF\)](#)

Resources for Providers

- [TrainLink Home Page \(state.mn.us\)](https://state.mn.us)
 - CFSS Financial Management Services (FMS) Providers Training (Course Code: CFSS_FMS)
 - CFSS Consultation Services Training (Course Code: CFSS_CS)
- [CFSS Transition for Individual PCA providers \(govdelivery.com\)](https://govdelivery.com)
- [REVISED: Register for CFSS Steps for Success workshop \(govdelivery.com\)](https://govdelivery.com)
- [CFSS forms and documents \(state.mn.us\)](https://state.mn.us)
- [CFSS Resource for Workers](#)

2025 Implementation Council meeting dates

- Future meeting dates:
 - December 9, 2025
- Will be held virtually from 10am-11am.
- Council members received an invitation by email on 5/9/25.

Thank You!

Home Care and Self-Directed Services Team

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