



DEPARTMENT OF
HUMAN SERVICES

Community First Services and Supports (CFSS)
Lead agency office hours
February 19, 2026

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It's lead agency office hours today!

Are you in the right meeting?

The CFSS team hosts monthly meetings for:

- Consultation services providers
- Lead agencies
- Provider agencies
- Financial management service providers

Agenda

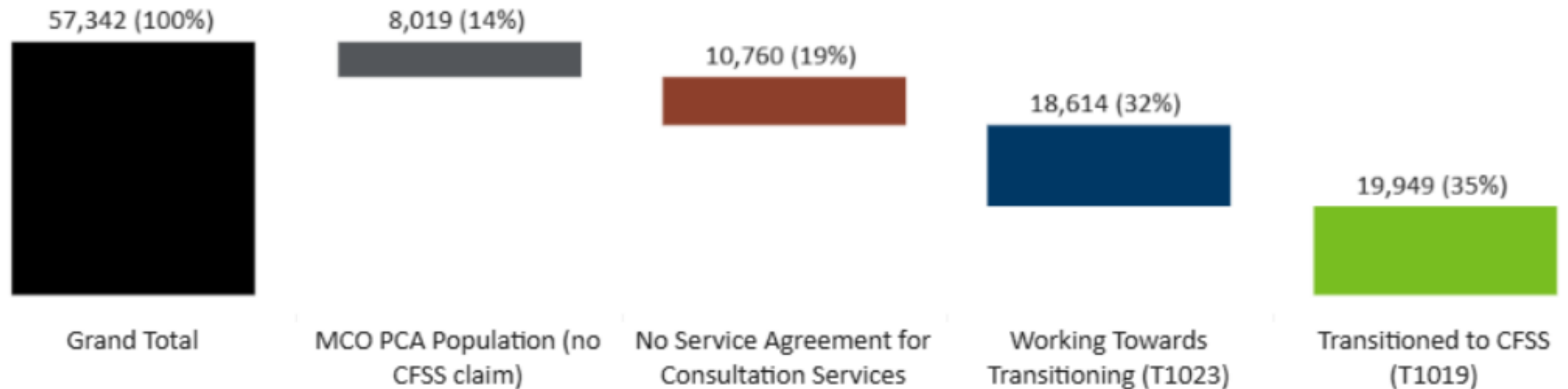
1. Introductions
2. Announcements/reminders
3. PCA to CFSS Transition Information
4. Service Agreement Status Updates
5. MnCHOICES Update – assigning the consultation services provider
6. Revalidation
7. Developing the 6893P after the 6893L
8. CFSS Service Delivery Plan approval
9. Consultation Services Provider covered and billable tasks
10. Lead agency reminders
11. Q and A
12. Resources

Office hours reminders and Tennessen warning

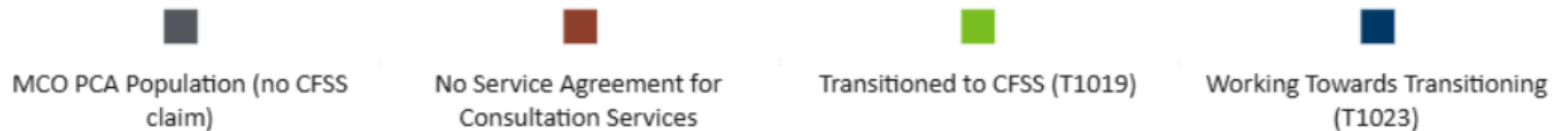
- This webinar is being recorded and posted with a copy of the presentation to the [DSD training handouts archive](#)
- Do not share case-specific or identifying information in the Q&A or audio!
- Email detailed questions to: DHS.CFSS@state.mn.us
- Audio issues? Check your settings and restart Webex if needed.

PCA to CFSS Transition Data as of 2/18/26

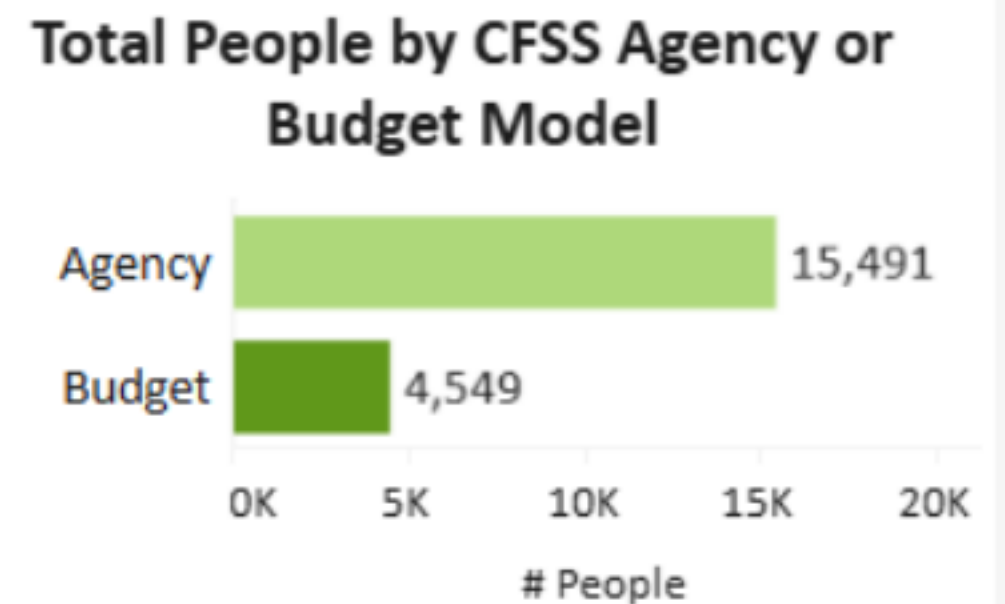
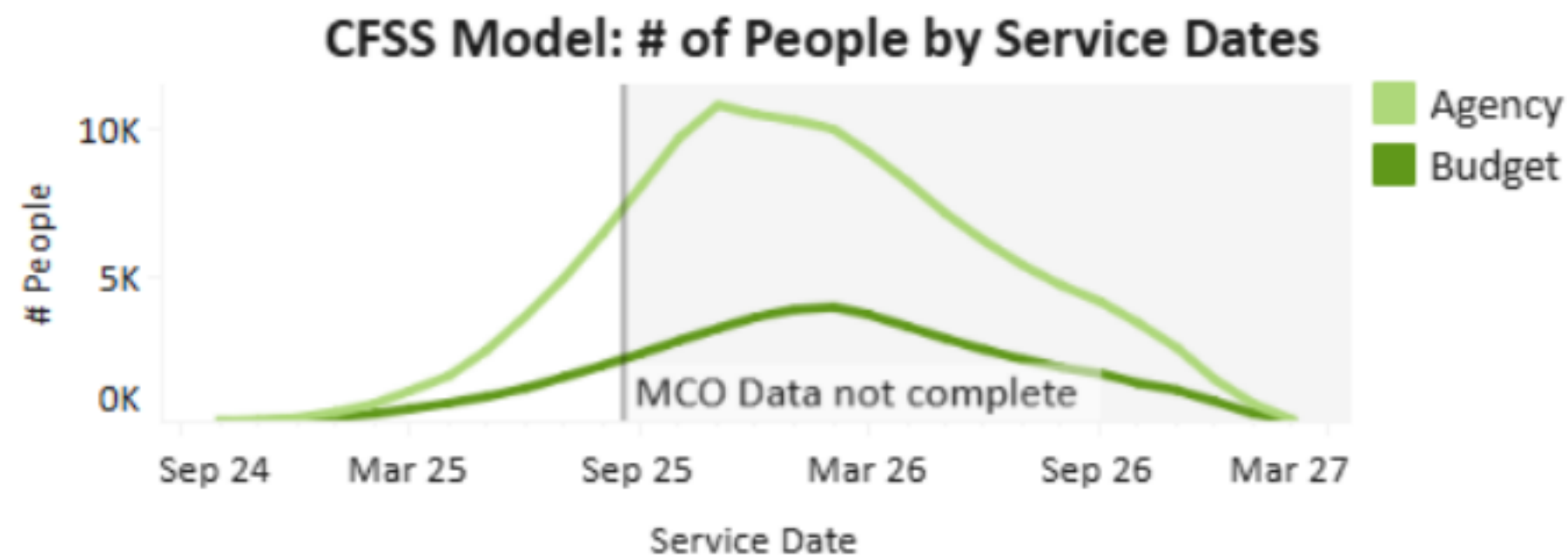
People by Current Transition Status



CFSS Transition Status Over Time: # of People By Service Dates



Agency vs. Budget Model Data as of 2/19/26



Service Agreement Status

- DHS is receiving calls from both people and providers asking for a status update on their service agreement.
- The lead agency is responsible for entering the CFSS service agreement.
- DHS cannot provide an update and will refer the person and provider back to the lead agency.

MnCHOICES Update

DHS is changing how consultation services providers access a person record in MnCHOICES. Instructions were emailed to MnCHOICES Mentors on 2/17/26.

Beginning 2/25/26, if the person:

- Has an established consultation services provider and was auto assigned, no action is needed.
- Has an established provider but was NOT auto assigned, assign the consultation services provider location to the person record.
- Is new to CFSS and selects a consultation services provider, assign the consultation services provider location to the person record.
- Changes consultation services providers and still has an active staff member and location assignment:
 - Confirm the provider's work is complete, then unassign the staff member and location from the person record.
 - Assign the new provider's location to the person record.

Revalidation Process

CFSS providers will need to be revalidated by 5/31/26:

- CFSS provider agencies
- FMS providers
- Consultation services providers

Revalidation process includes:

- Review of the providers paperwork
- Background study
- Site visit

For more information, please visit [Minnesota Revalidate 2026](#).

Developing the 6893P after the 6893L (plan after extension)

The 6893P should reflect the entire span year, even if the person has a temporary approval.

For example:

- Span is 11/1/25-10/31/26.
- Assessment completed on 10/14/25
- Temporary Service Delivery Plan (DHS-6893L) for 11/1/25-10/31/26
- Service Delivery Plan (DHS-6893P) developed for 11/1/25-10/31/26
- Service Delivery plan (DHS-6893P) submitted to lead agency on 1/29/26
- Service Delivery Plan Addendum (DHS-6893W) for 11/1/25-10/31/26

Plan approval

- Generally, the county that completes the assessment is responsible for reviewing and approving the service delivery plan.
- There may be circumstances that require the lead agencies to work together when reviewing and approving the plan.

Consultation Services Provider Covered and Billable Tasks

- [January 20, 2026 eList](#)
- Updated the [CFSS consultation services overview](#) page to clarify covered and billable tasks and expand the list of examples.

Reassessments and Service Agreements During the Extension Period - REMINDER

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.

PCA will end 9/30/26. All people must transition to CFSS by 9/30/26 to avoid a gap in service.

Additional units for consultation services providers - REMINDER

Consultation services providers may request additional units, if needed:

- State plan services: Submit the request to DHS using [CFSS Technical Change Request, DHS-6893K](#).
- Waiver: Contact the person's case manager/care coordinator.

The consultation service provider must keep documentation of completed sessions on file using [CFSS Consultation Services Session Documentation, DHS-6893S](#) or a provider-developed form that contains the same information.

- NOT required to submit the 6893S to the SASD or the lead agency when requesting additional units.

Questions?

Use Slido Q&A in the bottom right.

Remember to:

- Ask general, non-identifying questions
- Include a topic or slide number
- Email DHS.CFSS@state.mn.us with case specific questions
- Review [CFSS forms and documents](#) to stay up-to-date!

2026 lead agency office hours

Thursdays from 10 to 11 a.m. on:

- 3/19/26
- 4/16/26
- 5/14/26
- 6/18/26

[Register through Webex.](#)

- [CFSS policy manual](#)
- [DSD training handout archive](#)
- [FAQ](#)
- [MMIS reference guide](#)
- [Service agreement calculator](#)
- [Transition from PCA and CSG](#)

Training opportunities

- [CFSS transition timelines](#)
- [DHS online CFSS trainings](#)
- [DSD training news and information](#)
- [Trainlink courses](#)
 - CFSS Lead Agency Training (Course Code: CFSS_LA)
 - CFSS MMIS Training (Course Code: CFSS_MMIS)
- [Webinar recording: CSG to CFSS](#)

Thank You!

DHS.CFSS@state.mn.us