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**TO: DDD PROVIDER NETWORK**  
**FROM: Division of Developmental Disabilities**  
**RE: Response to COVID-19 (rel7)**  
**DATE: 3/28/20**

### **COVID-19 Guidance for Alabama Support Coordination Agencies Division of Developmental Disabilities Services**

In an effort to provide some relief to citizens of the United States and to stimulate the economy so drastically impacted by the COVID-19 pandemic, the Federal government is releasing one-time stimulus payments, usually in the amount of \$1200, to most adult Americans, including people served with Waiver services.

To ensure that these funds are appropriately available to, and properly utilized for, the individuals for whom they are designated, the Division of Developmental Disabilities offers the following guidance to providers:

- Those persons served with Waiver services who are Social Security beneficiaries will receive automatic stimulus payments from the Department of the Treasury via direct deposit or check, consistent with the method by which they receive their usual Social Security benefits.
- Unless there is documentation to substantiate an extraordinary need, stimulus funds cannot be used to compensate a provider for regular room and board expenses, which are typically covered by SSI benefits. The Community Services Director must review and approve any such extraordinary need to justify use of stimulus funds for room and board expenses.
- Waiver-supported persons diagnosed with COVID-19 should use the funds to pay for medical expenses related to their care and treatment (i.e., medical expenses, medications, etc.). In the event of a substantiated positive COVID-19 diagnosis for a person receiving Waiver services, the stimulus funds may be used to purchase personal protective equipment (PPE) for personal use.
- Stimulus funds may also be used to:
  - Support documented goals in the person-centered plan;
  - Pay for outstanding medical bills or dental services not covered by Medicaid;
  - Pay for other, extraordinary needs, if such needs are substantial and documented; or
  - Save for a planned trip or other expected large expense documented in the person-centered plan.

As with all financial transactions involving funds belonging to persons receiving Waiver services, it is imperative, and required, to maintain full and transparent documentation of the use of those funds according to the above guidance, as well as in compliance with existing fiscal policy. All transactions by providers in relation to stimulus funds belonging to Waiver-served persons are subject to review and verification of use by DDD.

If there are particular questions about utilization of stimulus funds belonging to a person served on the Waiver, providers are encouraged to contact the Community Services Director in their Region.

For Waiver-served persons assigned a representative payee and who have questions or concerns about how their stimulus funds may be utilized, providers should assist them to contact the Alabama Disabilities Advocacy Program (ADAP) at (205) 348-4928.