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KIMBERLY G. BOSWELL
COMMISSIONER

TO: DDD SUPPORT COORDINATION AGENCIES
FROM: Division of Developmental Disabilities
RE: Response to COVID-19 (rel28)
DATE: 05/07/2021

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

To utilize funds made available to ADMH-DDD (due to the COVID-19 pandemic), ADMH-DDD is approving a temporary 20% rate increase for support coordination services. The temporary rate increases, will be effective for services rendered [from March 1, 2021 through August 31, 2021](#).

This temporary 20% increase is to be used for staff recruitment and retention. Continue billing as usual, regional office staff will invoice for 20% of your paid claims each month.

Examples of appropriate expenditures would be: a sign-on bonus, longevity bonus(es), etc.

EXAMPLE Recruitment and Retention Plan

- **New Employee-Sign on Bonus** - \$250 after successfully completing 6 months and another \$250 after completing a year.
- **Current Employee Who Makes a Referral** - \$250 after referred new employee completes 90 days and another \$250 after probationary period is successfully completed. **AND** \$25 gift card after the new employee completes a month of employment.

Please send any questions you may have relating to COVID-19, services, etc., to:

ADMH-DDD.Questions@mh.alabama.gov